

**REGULAR MEETING OF THE TRINIDAD AMBULANCE DISTRICT**  
**BOARD OF DIRECTORS**

DATE: April 25, 2018

*Present:* Derek Navarette  
Joseph Martinez  
George Dasko

*Other Guests:* Dan Moynihan, Chief  
Andrea Brody, Deputy Chief  
Gabriel Moreno, Captain  
Dr. Kevin Weber, Medical Director  
Frederick Sanchez, Jr, Bank of the West Asst. Vice President  
Barbara Fisk, Executive Assistant  
Thomas Murphy

**SUBJECT**

**DISCUSSION**

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Call to Order/Pledge	Meeting was called to order at 4:30pm by Derek Navarette followed by the recitation of the Pledge of Allegiance.
Roll Call/Proof of Quorum	There was a quorum with Derek Navarette, George Dasko and Joseph Martinez in attendance
Proof of Notice	Notices were posted at the Trinidad Ambulance District Office, City of Trinidad, Las Animas County Sheriff's Office, and Las Animas County Court House. The Agenda was posted at Trinidad Ambulance District Office at 939 Robinson Avenue.
Approval of Minutes	Motion to approve the March 28, 2018 regular meeting minutes as presented was made by Joseph Martinez and seconded by George Dasko. The minutes were approved unanimously with Derek Navarette abstaining.
Recognition of George Dasko's Years Of Service	On behalf of all the board members and Trinidad Ambulance District personnel, Dan Moynihan thanked George Dasko for providing his management experience and voice of reason as a board member for the last eight years. Mr. Dasko is term limited as of May 2018. The district has benefitted greatly from Mr. Dasko's involvement.

Public Comments

Dr. Keven Weber, the medical director for TAD took the opportunity to share with the board the he was able to oversee a dispatched cardiac arrest today. He was pleased with the crew's performance. He plans to submit a waiver to the State in May for authorization for TAD to provide a new pain medication, Ketamine.

Appointed Legal Counsel

This topic has been carried over from the March 28<sup>th</sup> board meeting. Les Downs provided a letter serving as his proposal for providing legal counsel TAD. The letter was provided to the board for review prior to the board meeting. It was noted that Shelby Doddridge was slow to respond, at times not responding at all, on several occasions. George Dasko questioned whether a relationship with Mr. Downs would create a conflict of interest as he is also the City Attorney for the City of Trinidad. It was clarified that Mr. Downs would only be providing general business advice and if there was ever a case where a conflict was evident Spencer-Fane, who is also contracted with TAD would be contact as legal counsel for TAD. It was noted that TAD likes to conduct business locally whenever possible and Mr. Downs' fees are less than those of Mr. Doddridge and there would be no need for travel expenses.

George Dasko made a motion to enter into an agreement with Mr. Downs to provide legal counsel whenever appropriate. Joseph Martinez seconded the motion. The motion was approved unanimously.

Bank of the West  
Money Market Interest  
Rates

Frederick Sanchez, Jr., Assistant Vice President of the local branch of Bank of the West was on hand to present three different proposals for increasing interest earned on the TAD money market account at Bank of the West. His suggestion involves a tiered CD investment program where money is invested with varying, targeted liquidation dates. Currently the account earns 0.05% interest. In contrast a 12 month CD could earn 1% interest. George Dasko suggested investing 1/3 of the funds into a short term CD and the other two-thirds into a long term CD. Dan Moynihan proposed one-third invested into a long term CD, one-third into a less long term CD and one-third invested into a short term CD.

Dan Moynihan will meet with Mr. Sanchez next week to prepare a specific proposal for presentation at the May board meeting.

Financial / Billing Report

Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for March 2018 along with the following written statement, "the financials for Trinidad Ambulance District appear consistent with the normal month to month income and expenditures. Payroll expenses for the month of March do seem considerably higher due to three payrolls falling in the month of March."

Dan reported a total checking/savings account balance of approximately \$3.3 million which is up \$132k from April 2017. The long awaited Medicare/Medicaid deposits are starting to come in. There was a deposit of \$28k on March 8<sup>th</sup>. The

Accounts Receivable balance is \$220k for March 2018. It is expected the Fees for Service budgeted amount for 2018 (\$2.65 million) will be exceeded.

Motion to approve the March 2018 financial reports as presented was made by Joseph Martinez and seconded by George Dasko. The motion was approved unanimously.

#### Director's Report

Audit. Mike Dixon of Dixon Waller conducted the 2017 audit in May. He noted pleasure in TAD's expanded chart of accounts. He was investigating vehicle inventory from 2008.

Realtor. A realtor is bringing prospective buyers to the district building on April 26<sup>th</sup>.

Special Ops/All Weather Vehicle. As a continuation from last meeting, Dan provided pictures and a quote for a camper shell-type cover for the back of his current EMS1 truck (VIN 9912) which will be retrofitted as a Special Operations vehicle once his new first responder vehicle (VIN 4832) is completed. The shell is made specifically for first responder vehicles. One of the possible shells is fiberglass the other metal. It was decided the metal shell would be best for wear and repair. Either a stretcher or stokes basket would need to be installed as well as climate control.

State Grant Update. Hearings for our grant submission will be held either May 17<sup>th</sup> or 18<sup>th</sup>. We submitted for grant funds to cover the purchase of Lucas Devices, radios and a Sim-Child.

Tactical Medical Class. TAD provided Tactical Medical instruction to the Trinidad Police Department. The class provided education on packing injuries with gauze, how to treat chest wounds and a lecture on clearing airways. Attendance requests were so great TAD has been asked to provide two more classes.

Employee Meeting. Chaplain Bill Ferris conducted a presentation on Post Traumatic Growth evaluating both good and bad characteristics. It was received well by all in attendance opening conversations from most in attendance. Chaplain Bill is planning a class open to all public safety personnel dealing with death notifications, post-traumatic stress syndrome and suicide intervention.

Star of Life. Robert Bukovac has been selected as this year's Star of Life recipient from TAD. He and Dan Moynihan will attend events in Washington, D.C. in June.

Stop The Bleed. Last month Dan informed the board he will be implementing the Stop The Bleed program in our community this summer. He reported there are approximated 285 classroom in our service area. It was concluded that not all of the class room reported are being used so Dan will conduct a needs assessment in order to determine how many kits will be needed. It will cost approximately \$65/kit in which certain materials will expire every 4 years. It was decided to budget annually for replacement materials for one-third of the total needed annually thus creating a staggered replacement process. Training on the use of the

kits will be provided to teachers in August of each year when TAD participates in the Standard Response Protocol training.

District Copier. Multiple quotes were provided to the board for replacing the current large scale copier/scanner/fax machine. Currently nothing is wrong with the machine but if a major breakdown should occur the purchase price is over Dan Moynihan's purchase limit. By the end of 2018, parts will not be available for repairs on this machine. Dan noted if nothing happens to the machine within the 2018 fiscal year, the purchase of a new machine will be incorporated into the 2019 budget.

Joseph Martinez made a motion to authorize emergency purchase power to Dan Moynihan for the Gobin's quoted cost of \$8,776.53 for the Canon C5535i. This authorization is only if the machine breaks down and is not repairable during the 2018 fiscal year. George Dasko seconded the motion. The motion was approved unanimously.

Operations Report

Gabe Moreno discussed the Operations Reports provided in the board packet by pointing out the following information:

Requests for Service:	158
Total Transports:	141
Inter-Facility Transfers:	33
Physician w/Most Transfers:	T. Eckler

Gabe reported on the creation of a new patch to represent TAD. Along with color issues concerning the current badge, there are 10 different colors in the badge creating high reproduction costs. Gabe presented a picture of the proposed replacement badge which has received favorable response from personnel.

Miscellaneous

Andrea Brody explained that TAD's training room is now set up to conduct distance-learning via a telecom system with Pueblo Community College. This in preparation for the EMT-Paramedic Bridge Program. In total, there are 7 applicants for the program with an end goal of 7 new paramedics by March/April 2019.

She also presented information on mutual aid efforts with Raton EMS because of the Port Of Entry road construction which does not allow first responders to transport patients involved in south bound lanes to MSRH. Instead, those patients will have to be transported south to Miners Memorial. In the reverse, north bound patients will be transported by Raton to MSRH.

Andrea recognized Junie Verquer's successful EMR program at Hoehne High School. She assisted in registering all 13 of his students for the National Registry testing.

Executive Session

N/A

Next Meeting Date

The next Annual Meeting date was set for Wednesday, May 23, 2018 at 4:30pm.

Adjournment

A motion to adjourn the regular meeting of the Board of Directors was made by Joseph Martinez and seconded by George Dasko. The motion was approved unanimously. The regular meeting was adjourned at 5:16pm

Minutes Approved by Trinidad Ambulance District Board of Directors.



Kathy Bueno, President

Date

5-23-18