

MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: August 22nd, 2012

Present: Rick Johnson, Kelly Smith, & Rob Bukovac

Other Guests: Brandon Chambers, TAD Executive Director
Robert Land, Attorney

<u>SUBJECT</u>	<u>DISCUSSION</u>
Call to Order	Meeting was called to order at 4:30 pm by Rick Johnson. There were no questions at this time.
Roll Call/Proof of Quorum	There was a quorum. Rick Johnson took roll call and states there were 3 board members present which includes Kelly Smith, Rob Bukovac, and himself. Brandon Chambers states that Colleen Williams and Joseph Martinez will not be in attendance at tonight's meeting.
Proof of Notice	Notices were posted at the Trinidad Ambulance District Office, Las Animas County Courthouse, Trinidad Times Independent and the Chronicle News.
Approval of Minutes	Minutes for the July 25 th , 2012 regular board meeting with the noted corrections were approved by all board members present. Motion made by Robert Bukovac and seconded by Kelly Smith. Motion passed to approve minutes. Minutes for the special meeting on August 8 th , 2012 were approved by all board members present. Motion made by Robert Bukovac to approve the August 8 th , 2012 minutes and seconded by Kelly Smith. Motion passed to approve minutes.
Health Insurance	Brandon informed the board there have been some significant changes to the insurance plan rates that Trinidad Ambulance District holds for the full time employees. Due to these changes he has been looking into different options. Dave Grove and Denise Render with Century Financial Group have come to present their findings on different insurance plans. Dave Grove started off by explaining The Wellness Program which is designed to help people learn how to become healthier and eat better. He states that he hopes that Trinidad Ambulance District will want to be involved the next time the program starts. There was no start date given. Denise Render presented her findings and the differences on three different insurance plans which include our current plan Assurant Health Plan, Rocky Mountain Health Plans (RMHP), and Anthem Blue Cross Blue Shield. She discussed in detail the rates, changes to each plan, copays and deductibles. Denise Render recommends RMHP Vista PPO 1000 to the board. She went in to detail what the effect on the employee and the district

would be. She also discussed chiropractic, vision, and dental which she does not recommend because it is not cost effective. She and Dave Grove recommend a self-funded plan that Trinidad Ambulance could do for the employees. Brandon recommends that a decision be made immediately due to the time line of September 1st, 2012. There was a brief discussion regarding the different insurance plans. Rick Johnson asked if there were any other questions. There were none. Rick Johnsons asked Brandon Chambers what his recommendation was. Brandon states that he would like to go with Rocky Mountain Health Plans. Rob Bukovac made the motion to switch from Assurant Health Plan to Rocky Mountain Health Plan Vista PPO 1000. Kelly Smith seconded the motion. All yes. Motion passed to approve RMHP Vista PPO 1000 as the new Health Plan for Trinidad Ambulance District.

Public Comments

None.

Director's Financials

Financials

Brandon went over the cash financials for July, 2012. Discussed were the total collections, cash on hand, property, and profit and loss. Also discussed were accounts receivables, taxes, carevan, office supplies, vehicle maintenance, overpayment refunds, wages, medical expenses, gross profit for the month, and the budget year to date. Brandon asked if there were any questions. There were none. Rick Johnson asked if there was a motion to accept the financials. Rob Bukovac made the motion to accept the financials. Kelly Smith seconded the motion. All yes.

Billing Reports

Reviewed were the billing reports for the month of July, 2012. Brandon discussed the total billable charges, total amount received, write offs, collections from Medicare, Medicaid, insurance companies, private pay, and the ending balance report for the end of the month. Rick Johnson asked if there were any questions on the billing report. There were no questions at this time. Rick Johnson asked if there was a motion to accept the billing report. Rob Bukovac made the motion to accept the financials. Kelly Smith seconded the motion. All yes.

Accountant Interviews

Brandon Chambers and Rick Johnson gave a brief update to the board regarding the interviews for the accountant position. Interviews were held on August 20th & 21st, 2012. The following candidates were interviewed: Nancy Palmer, Dave Grove, Kelli VanMeter, & Teri Hansford. They briefly went over the qualifications of the candidates. Rick Johnson asked what the boards' thoughts were. Kelly Smith recommended that they go with the decision of the committee. Rick Johnson recommends Kelli VanMeter. The board agreed with the decision. Robert Land asked that Kelli submit a contract to be looked over before she begins work.

Audit Report	Brandon gave a copy of the 2011 Audit Report to the Board of Directors for review. He states there were no major changes or recommendations.
Bank Card Signatures	Brandon Chambers states the all Bank Signature Cards need to be updated due to changes to the board members. Brandon states that Rick Johnson, Kelly Smith, Colleen Williams, Rob Bukovac, Joseph Martinez, and Brandon Chambers need to be on the signature cards at the various banks used by Trinidad Ambulance District. Rob Bukovac made a motion to add all board members and the director as listed above to the bank signature cards at our local banks. Kelly Smith seconded the motion. All yes. Motion was approved.
Director's General Report	<p>Brandon gave a copy of his calendar for the month of September to the board.</p> <p>Brandon informed the board that NV Creative Designs will attend the City Zoning meeting held on September 11th, 2012. They will notify us of the results as soon as possible.</p> <p>Brandon discussed the Call Volume report for the month of August. He discussed the Call Distribution and Patient Destination Report. He briefly went through each report. Rob Bukovac brought up an event that happened at Miners' Colfax Medical Center. He states that Miner's Colfax called Trinidad Ambulance District and asked if we can transport a patient from their hospital to the helipad here at Mt. San Rafael Hospital. He states that the personnel at TAD said no, we cannot do the transport and hung up. Brandon states he was not aware of this and would like more information as to what happened. There was a lengthy discussion regarding transports. The board has suggested that we have a strategic planning meeting and address this topic at that session. The board will discuss the planning process at the September Regular Meeting.</p> <p>Brandon informed the board that we have thirteen new EMR Students that went out for the First Responder Program. Six students have completed the Refresher Course. And the Basic Advanced Refresher Course will start in October.</p> <p>Brandon informed the board that our regular part time carevan employee has decided to step down to an as needed status. An employee that is on light duty will cover these shifts until we can fill the regular part time position.</p> <p>Kelly Smith asked what the status was on the EMT Basic classes. Brandon states he has a meeting on September 10th, 2012 with Trinidad State Junior College.</p>
Executive Session	Rick Johnson asked if there was a motion to adjourn the regular meeting and go into executive session. Robert Bukovac made the motion to adjourn the regular session and go into executive session for C.R.S. 24-6-402 subsection 4b and 4e for legal advice. Kelly Smith seconded the motion. All yes. Board went into

executive session at 5:40 p.m. Mr. Land states in his opinion, the following is for legal advice and the executive session should not be recorded.

Next Meeting Date

Board came out of executive session at 5:59 p.m. Mr. Land states that according to the By-Laws, all regular meetings should be held on the fourth Wednesday of every month and due to this stipulation a motion should be done to hold a meeting at an unscheduled time of the month. Rick Johnson asked if there was a motion to hold the next regular board meeting on September 12th, 2012. Rob Bukovac made the motion to hold the next board meeting on Wednesday, September 12th, 2012 at Trinidad Ambulance District office at 939 Robinson Ave. at 4:30p.m. Kelly Smith seconded the motion. All yes.

Adjournment

Rick Johnson asked if there was a motion to adjourn. Rob Bukovac made the motion to adjourn. Kelly Smith seconded the motion. All yes. Meeting was adjourned at 6:02 p.m.

The minutes for August 22nd, 2012 were respectfully submitted by April Martinez on August 30th, 2012.

Minutes Approved by Trinidad Ambulance District Board.


Rick Johnson, President of the Board of Directors

9/12/12
Date