

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

DATE: August 23, 2017

*Present:* Kathy Bueno via teleconference  
Derek Navarette  
Matthew Moreno  
George Dasko  
Joseph Martinez

*Other Guests:* Dan Moynihan, EMS Chief  
Andrea Brody, Deputy Chief  
Gabriel Moreno, Captain  
Barbara Fisk, Executive Assistant  
Thomas Murphy

**SUBJECT**

**DISCUSSION**

---

Call to Order/Pledge	Meeting was called to order at 4:30pm by Derek Navarette followed by the recitation of the of Allegiance Pledge.
Roll Call/Proof of Quorum	There was a quorum with Derek Navarette, Matthew Moreno and Joseph Martinez Kathy Bueno (via teleconference) in attendance. George Dasko arrived at
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.  Motion to approve the Proof of Notice as posted was made by Matthew Moreno and seconded by Joseph Martinez. The motion was approved by Derek Navarette, Matthew Moreno and Joseph Martinez and Kathy Bueno (via teleconference)
Approval of Minutes	Motion to approve the July 26, 2017 regular meeting minutes as presented was made by Joseph Martinez and seconded by Matthew Moreno. The motion was approved by Derek Navarette, Matthew Moreno, Joseph Martinez and Kathy Bueno (via teleconference).
Public Comments	Tom Murphy informed everyone that the meeting is being telecasted live via Trinidad Times TV 71YouTube channel. There is a one minute delay.  Nick Mattorano, formerly with Trinidad Police Department, is now working for Primero School District. He has been working with TAD and Las Animas County Sheriff's office in regard to Standard Response Protocols in the event of an emergency at the school. All agencies have participated in Lock Down, Lock Out and Evacuation drills. The next piece of the protocols is the Reunification Process of parents to students. Currently there is a paper and pencil format in place where a parent would go from station to station in the process to unite with their student.

In order to more securely and expeditiously facilitate that process, Mr. Mattorano asked if TAD would donate 5 tablets. Dan Moynihan noted that TAD had first bought five tablets about three years ago when the ESO program was implemented. TAD has since upgraded to ToughBooks leaving the five tablets unused in storage. He recommends the donation in order to help Primero school, as a member of the Las Animas County community, create a much needed accountability process for the unification portion of the Standard Response Protocol. Primero is setting up a mobile unification system which is mobile to respond anywhere within the county.

Joseph Martinez made a motion to donate the five unused tablets which TAD possesses to the county-based unification program being established at Primero School by Nick Mattorano. In addition, each tablet will be noted by serial number on the Letter of Donation and a statement absolving TAD of any maintenance, upkeep, recall issues, etc. that may occur in the future. Matthew Moreno seconded the motion. The motion was passed unanimously.

Nick then thanked the Board for the donation.

#### Financial / Billing Report

Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for July 2017 along with the following written statement: “the financials for Trinidad Ambulance District appear consistent with normal month to month income and expenditures. I have nothing out of the ordinary to report on any of the financial information used to derive July 2017 financials for Trinidad Ambulance District.”

Dan noted the only issue with the financials is the lack of Medicaid payments received. His investigation into the situation revealed that Medicaid made a change to their system (switched to Hewlett Packard in February 2017) which caused Trinidad Ambulance District to be entered as an air-ambulance causing no payments being made to TAD. This seems to be a statewide issue not only Trinidad Ambulance District. Gabe Moreno and Dan Moynihan met with State Senator Leroy Garcia, Jr. who also happens to be a paramedic. He will be looking into the problem seeking resolution. Joseph Martinez asked how far in arrears Medicaid is in paying TAD. Dan stated \$80,000 dating back to February 2017. It seems several Colorado hospitals have lawsuits against State Medicaid for the same issue.

Budget review shows payroll currently under budgeted amount and expenses are \$30,000 below budgeted amount.

Enhanced Management Services has merged with MediBill. Everything will stay the same in regards to the services and fees. Dan asked if anyone had issue with continuing our contract with MediBill. No one voiced a concern so our contract will now be with MediBill instead of Enhanced Management Services.

Motion to approve the July 2017 financial report as presented was made by Joseph Martinez and seconded by Kathy Bueno. The motion was approved unanimously (including George Dasko).

Director's Report

Dan Moynihan reminded the Board that they agreed to establish a committee to review the purchase or lease of Prator Range at the July 26, 2017 meeting but the committee members have not yet been assigned. Members would need to be available for morning meetings. George Dasko suggested someone with firearm experience be on the committee. If the property can be procured for a reasonable amount of money, it would save TAD a considerable amount of money compared to building a new indoor range. Kathy Bueno suggested a business plan be drawn up in order to compare both possibilities and make an educated decision. It was agreed that Derek Navarette and Dan Moynihan form the Range Committee.

JTAC is a group of Trinidad Police officers, Las Animas County Sheriff deputies and Trinidad Ambulance District personnel training as a joint task force to respond to active shooter situations within our community. Kathy Bueno attended the lasted drill/training event held a Hoehne School on August 19<sup>th</sup>. She was amazed by the entire training and thrilled to see different community groups coming together to save the lives of our community members, children and students. She could see night and day growth in the individuals from the beginning to the end of the exercise. She would like to see a letter drafted to the newspaper editor to let the community know what our first responders are doing in order to be prepared to save lives. It was the epitome of TEAM WORK. Nick Mattorano is definitely the heartbeat of the organization. Awesome, awesome, awesome. Joseph Martinez noted how professional the exercise was. Many comments were made about how great it was to see so many agencies working so well together.

Twenty-five (25) people have signed up for the new EMT which began Monday, August 21<sup>st</sup>. There are three employees of the Forestry Division from Denver driving down to attend.

Dan received communication from Malia Schmidt of LaVeta EMS. She would like TAD to put together a program to provide their Continuing Education of which they are willing to pay.

As of the morning of August 23, 2017, David DeTray is now a paramedic!! Congratulations!!

ByLaw Section 9(b) Budget Committee states there is a permanent Budget Committee composed of the Treasurer, a member of the Board appointed by the President, and the administrator, which shall be responsible for preparation of the annual budget of the District. Dan Moynihan, as administrator, has been preparing the 2018 Budget. The Board of Directors meeting on September 20<sup>th</sup> will include a preliminary budget review which must be completed prior to October 15<sup>th</sup>.

Operations Report

Gabriel Moreno reviewed the reports presented in the board packet. As of July 31, 2017, TAD is just shy of 2,000 requests for service. Calls are spread out evenly. Dr. Eichler is the Doctor of the Month.

Miscellaneous

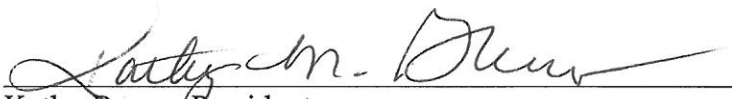
Joseph Martinez received a phone call from Louis Rino of Trinidad High School. George Dasko stated he also received a call. Per Dan Moynihan, Mr. Rino has called several different agencies, including TAD, TAD personnel directly and Trinidad Fire personnel to find instructors for an EMR class at THS this year

(2017/2018). TAD provided an instructor to THS in 2016/2017 school year along with the same instructor teaching at Hoehne HS. There were many logistical issues including THS administrative issues creating a burdensome situation for the instructor. THS administration continually referred to the class as a CPR class not the state certified EMR class which was actually taught. Students must be at minimum 16 years of age and of Junior/Senior status in order to participate in the class. Another prerequisite for the class is a minimum 3.6 grade point average. In order to achieve larger, more productive class sizes, TAD had decided to alternate years between THS and Hoehne. The EMR class is being taught at Hoehne HS for the 2017/2018 school year.

Joseph Martinez inquired about additional personnel trained as back up for the instructor. Dan described the lengthy primary certification process including the fact that the overseeing agency shifted from the Colorado Division of Fire to CDPHE in 2017. Kathy Bueno suggested a neutral location for class which was suggested by TAD but it's simply too far for the Hoehne kids to travel to TAD and there is a much larger amount of interest from Hoehne. Rino stated a large number of interested students at THS but few showed up for a class meeting. George Dasko stated there was a problem at THS with some of the students put into the class by THS administration not meeting the prerequisites. If that problem recurs when the class is at THS in 2018/2019, TAD will not return to THS.

Executive Session	None
Regular Meeting	The Board came out of executive session at 5:03pm.
Next Meeting Date	The next meeting date was set for <b><u>Wednesday, September 20, 2017</u></b> at 4:30pm.
Adjournment	A motion to adjourn the meeting was made by Matthew Moreno and seconded by George Dasko. The motion was approved unanimously. The regular meeting was adjourned at 6:14pm

Minutes Approved by Trinidad Ambulance District Board.

  
Kathy Bueno, President

9-27-17  
Date