

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

DATE: February 29th, 2012

Present: Liz Aragon, Rob Bukovac, Rick Johnson, Kelly Smith, & Colleen Williams

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 4:07 pm by Liz Aragon. There were no questions at this time.
Roll Call/Proof of Quorum	There was a quorum. Liz Aragon states that all 5 board members were present which includes Liz Aragon, Rick Johnson, Kelly Smith, Rob Bukovac, and Colleen Williams.
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 January 25 th , 2012 regular board meeting were approved by all board members and the minutes for the February 6 th , 2012 special board meeting were approved by all except for Kelly Smith due to she was not present for this meeting. Motion made by Colleen Williams and seconded by Rick Johnson. Motion passed to approve minutes.
Public Comments	None.
Director's Financials	<p>Financials</p> <p>Brandon went over the cash financials for January, 2012. Discussed were the total collections for ambulance, caravan and total cash on hand. Also discussed were the accounts receivables, depreciation totals, taxes, medical expenses, computer expenses, vehicle maintenance, overpayment refunds, construction reserve, wages, and the budget year to date. He asked if there were any issues or questions regarding his financials. There were no questions. Motion to accept the financials was made by Colleen Williams and seconded by Rick Johnson. Motion passed unanimously.</p> <p>Billing Reports</p> <p>Reviewed were the billing reports for the month of January, 2012. Discussed were the total billable charges, total amount received, write offs, and the ending balance report for the end of the month. Brandon asked if there were any questions on the billing report. There were no questions at this time. Motion to</p>

accept the billing report was made by Rick Johnson and seconded by Rob Bukovac. Motion passed unanimously.

Director's General Report Brandon informed the board that he has just received a packet of verified claims regarding payment for H.E. Whitlock. Mr. Newman suggests a vote should be done on whether or not we pay H.E. Whitlock subject to getting releases for all claims. There was a lengthy discussion on this issue. Brandon asked if he has a motion to approve to pay H.E. Whitlock minus any verified claims we receive up until March 1st, 2012 at 5:00pm. Motion to approve payment to H.E. Whitlock made by Rick Johnson and seconded by Rob Bukovac. Motion passed unanimously.

Brandon now asked the board if payment to Bob Just should be made. Liz Aragon asked if we have a motion to accept to pay Bob Just with Just Architectural. Colleen Williams made the motion to make final payment to Just Architectural. Rick Johnson seconded the motion. Motion passed unanimously.

Brandon let the board know of a few issues still in process with the West Station. He let them know that the computers are not fully operational and the phones have not been transferred as of yet.

RFP status-Liz Aragon states that the contract issue should be discussed in executive session. Mr. Newman agreed. The board agreed to open each envelope for public record. We received requests from Mr. Tom Ortiz and Brunelli Tax and Accounting.

Brandon gave a copy of his monthly calendar to the board. He briefly went over his schedule with the board.

Brandon discussed the call volume report for the prior month. He went over the Call Distribution Report and Patient Destination Report. He briefly explained each report.

Brandon let the board know that TAD is holding monthly CPR classes. A schedule will be going out to the public.

Brandon informed the board that we are fully staffed.

Executive Session

Liz Aragon cited C.R.S. 24-6-402 subsection 4b and 4e for legal advice. Liz Aragon asked if there was a motion to adjourn the regular meeting and go into executive session. Colleen Williams made the motion to adjourn the regular session and go into executive session. Rick Johnson seconded the motion. All yes. Board went into executive session at 4:42 p.m.

Next Meeting Date Board came out of executive session at 5:23 p.m. Liz Aragon states the next meeting will be held on March 14th, 2012 at 4:00 p.m. Meeting will be held at the Trinidad Ambulance District office at 939 Robinson Ave.

Adjournment Liz Aragon asked if there was a motion to adjourn. Colleen Williams made the motion to adjourn. Rick Johnson seconded the motion. All yes. Meeting is adjourned at 5:37 p.m.

The minutes for February 29th, 2012 were respectfully submitted by April Martinez on March 16th, 2012.

Minutes Approved by Trinidad Ambulance District Board.


Liz Aragon, President of the Board of Directors


Date