

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

DATE: February 28, 2018

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

Other Guests: Dan Moynihan, 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 Kathy Bueno followed by the recitation of the of Allegiance Pledge.
Roll Call/Proof of Quorum	There was a quorum with Kathy Bueno, Derek Navarette (via teleconference), Matthew Moreno, 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. An error was made on the public notice stating a meeting start time of 5:00 compared to the agenda which stated 4:30. The error was noted early in the day and board members were notified.
Approval of Minutes	Kathy Bueno noted the heading date on the minutes was incorrect (2017 vs. 2018). The correction was made to reflect a meeting date of January 24, 2018. Motion to approve the January 24, 2018 regular meeting minutes as amended was made by Joseph Martinez and seconded by George Dasko. The motion was approved unanimously.
Public Comments	N/A
Financial / Billing Report	<p>Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for January 2018 along with the following written statement, "the financials for Trinidad Ambulance District appear consistent with the normal month to month income and expenditures. I have nothing out of the ordinary to report on any of the financial data for January 2018."</p> <p>Dan reminded the board that TAD participates in the Medicare Fee-for-Service delay. This is an annual delay by which 2018 Medicare Part B claim submissions are delayed six week to insure that the reimbursement flows to our account by the</p>

end of February. In addition, the U.S. Congress delayed renewing the Medicare Add-On payments this year. Although the extensions have been approved, the adjusted Medicare National Ambulance Fee Schedule have not been released nor have they loaded these new payment rates into their claims processing systems. TAD plans to await the release of the Medicare approvals and CMS release of reimbursement amounts before submitting Medicare Fee-for-Service claims for payment.

Las Animas County tax revenue is pretty much expended (\$15,504.17 received January 2018). Total accounts receivable is \$213,876.27.

Due to recommendations from the last audit by Dixon & Waller, Bernadette Cappellucci from Century Financial met with administrative staff in order to establish a more detailed Chart of Accounts. Purchase documentation and packing lists being attached to invoices will provide more detailed purchase/expenditure information.

Motion to approve the January 2018 financial reports as presented was made by Matt Moreno and seconded by Derek Navarette. The motion was approved unanimously.

Director's Report

Dan led his report with information about Washington state firefighters responding to medical calls and EMS personnel delayed from entering the school at the recent Florida school shooting incident. He then reported on the most recent Joint Agency Tactical Team (JATAC) training locally last week. Walsenburg personnel participated by bring their armored vehicle. Also participating were local police officers, Raton emergency response personnel, sheriff's office and TAD personnel. Trinidad Police Department now has their own simulator guns and ammunition in order to train in a more realistic fashion during joint trainings. Flight for Life has scanned the area and established pre-programmed landing sites. TAD JATAC personnel worked together as emergency medical support with Las Animas County Sheriff's Office a few weeks ago in a warrant service situation. He noted that TAD is ahead of the curve when it comes to preparedness for disaster response. Kathy Bueno voiced her pride that Trinidad agencies are being realistic in preparing for emergencies and by training together creating a much better response situation. Joseph Martinez inquired about the cost to TAD for one such training event. Dan estimated a cost of \$50 for simulation ammunition. All personnel are training on a volunteer basis.

Matt Moreno commented on the Standard Response Protocols that Nick Mottorano has helped initiate and how those protocols are now being implemented in outlying, rural schools in our area.

Dan has contacted an outside TRUPP a Human Resource company based out of Portland, OR to be on call in case there is a situation at TAD where employees do not feel comfortable reporting to any of the administrative staff or board directors. The company works on an "as needed" basis with no contract or retainer fees. The cost for services is \$150/hour or \$195/hour for investigative services. Doddridge Shelby, TAD's attorney, is currently reviewing the agreement documents. The board agreed that TRUPP would be a good company to work for TAD. Kathy

Bueno asked that an employee implementation report be provided to the board at the next meeting. George Dasko suggested a formal letter be provided to each employee.

The Colorado Department of Public Health and Environment grant has been submitted. Purchase of the following equipment will fall under that grant: Lucas Devices (2) (total cost \$15,000 each), new employee APX radios (total cost \$45,000) and a SimChild (total cost of \$65,000).

Dr. Kevin Weber, TAD's medical director, and Dan will be attending the Gathering of Eagles in Dallas, TX March 1-4, 2018.

The EMS State of the Sciences Conference (dubbed by media as "A Gathering of Eagles") has become one of the most progressive and important EMS conferences worldwide.

The faculty, derived from the U.S. Metropolitan Municipalities EMS Medical Directors Consortium (The "Eagles" Coalition) is comprised of most of the jurisdictional EMS Medical Directors for the nation's 35 to 40 largest U.S. cities' 9-1-1 systems as well as the chief medical officers for several pivotal federal agencies such as the FBI, U.S. Secret Service, White House Medical Unit and also includes several global municipalities such as London (UK) and Sydney (Australia).

In essence, this small but cohesive cadre of leading emergency medical services specialists not only oversee the medical aspects of day-to-day 9-1-1-type emergency responses and early resuscitative interventions for trauma, stroke, cardiac care and other critical emergencies in the nation's (and some of the world's) most populous cities, but most of them are also responsible for much of the medical aspects of homeland security and disaster management in these high-risk venues (in which nearly 100 million persons dwell and make their livelihood). Their ability to deal with these significant responsibilities is, in many ways, facilitated by the close cooperation of this unique convocation of physicians who also generally serve as the main interface between local government and the medical community at large in these metropolitan municipalities.

The purpose of the highly popular annual Eagles conference is to share with participants --- and faculty alike --- the most cutting-edge information and advances in EMS patient care, research and management issues --- as well as trending challenges (and lessons learned from those challenges) --- while also introducing novel patient care strategies and techniques.

At the last board meeting Dan was asked to investigate the feasibility of purchasing a snow vehicle with tracks. His research shows the cost for such vehicle would be approximately \$25,000. Aside from cost is the concern for available local maintenance. The conversation led to the fact that under extreme weather circumstances the response time could be 72 hours or longer. Dan will look at the cost of aggressive tires and a plow for a response vehicle.

Operations Report

Gabe Moreno discussed the Operations Reports provided in the board packet. He specifically noted the following:

Requests for Service: 192
Total Transports: 152
Inter-Facility Transfers: 43
Physician w/Most Transfers: J. Tasler

Andrea Brody advised the board that Dr. Weber was here Feb. 27th and reported 100% report compliance. She also detailed pass/fail information on students graduating from the EMT class she completed in December 2017. Of the 23 students who started the course, 18 passed the course and 16 have passed their National Registry exam (12 passed on first attempt). A recent refresher course for BLS and ALS was attended by 34 individuals. The EMT to Paramedic Bridge Program with Pueblo Community College is slated to begin in May 2018 with 2 local EMTs planning to attend. The EMTI to Paramedic Program is slated to begin August 2018 with 3 local EMTIs planning to attend. The PolyComm system will be used to conduct classes remotely from/to TAD so class room attendance will be at TAD. Our system may need to be adapted to function with the PolyComm system.

Miscellaneous

The Disable American Veterans Chapter 8 of Raton submitted a letter requesting a monetary donation towards the purchase of a new van to transport veterans to the Albuquerque VA Medical Center. Dan suggested we inquire if they would be interested in our donating our unused CareVan #55 (VIN: 4368) which has approximately 160-170,000 miles. This topic will be added to the agenda for the next board meeting.

Polling Places &
Election Judges

Matt Moreno made a motion to secure the following polling places for the May 8, 2018 board of directors election: Aguilar Community Center, Primero Junior/Senior High School and Trinidad Ambulance District business office. In addition, a fee of \$200 is to be paid to the 7 required election judges. Joseph Martinez seconded the motion. The motion was approved unanimously. The original resolution was amended, signed and emailed to Susan Schledorn the Designated Election Official.

Executive Session

Prior to executive session, Tom Murphy inquired if there would be any topics requiring a vote after the executive session. He was assured that any issue requiring a vote would be postponed until the next regularly scheduled board meeting on March 28, 2018.

Joseph Martinez made a motion to adjourn the regular meeting in order to enter into Executive Session per §24-6-402(4)(f) C.R.S. Personnel matters regarding Daniel Moynihan's annual job performance review. Also adjourned per §24-6-402(4)(e) C.R.S. to develop negotiation strategies. Matthew Moreno seconded the motion which the board unanimously supported. The board retired into Executive Session at 5:14pm.

Regular Meeting

The regular board meeting resumed at 5:56pm. Kathy Bueno noted that no action was taken and no motions prompted voting on any topic. Kathy asked that contract

discussion for the Executive Director be placed on the agenda for the March 28, 2018 meeting.

Next Meeting Date The next Regular Meeting date was set for Wednesday, March 28, 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 5:59pm

Minutes Approved by Trinidad Ambulance District Board of Directors.



Katherine Bueno, President

3-28-18
Date