

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

DATE: January 28, 2016

*Present:* Rick Johnson, Joseph Martinez, George Dasko, Kathy Bueno and Matthew Moreno

*Other Guests:* Dan Moynihan, EMS Chief  
Dan Bates, Assistant EMS Chief  
Barbara Fisk, Executive Assistant

| <b><u>SUBJECT</u></b>  | <b><u>DISCUSSION</u></b>   |
|--|--|
| Call to Order/Pledge of Allegiance                           | Meeting was called to order at 4:33pm by Rick Johnson. Recitation of the Pledge.   |
| Roll Call/Proof of Quorum                                    | There was a quorum. Rick Johnson, Joseph Martinez, George Dasko, Kathy Bueno, and Matthew Moreno were all 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  | <p>There was one amendment to the December 9, 2015 minutes: proper vehicle identification for the vehicle donation to Stonewall. The minutes noted the vehicle as Med 11, a 1997 Ford VIN number ending in 1630 which needs to be corrected to a 2003 Ford VIN number ending in 94387.</p> <p>Motion to approve the December 9, 2015 minutes as amended was made by Joseph Martinez and seconded by George Dasko. The motion was approved unanimously.</p>   |
| Public Comments  | None   |
| Resolution Concerning Regular Election / Transparency Notice | Rick Johnson reviewed the Resolution Concerning Regular Election May 3, 2016 and the Transparency Notice. It was noted that Leslie H. Larsen, Paralegal with Spencer Fane, LLP is appointed to serve as the Designated Election Official for the conduct of the election. Nomination for any designated vacancy shall be made by written self-nomination and acceptance form or letter and filed with the Designated Election Official not less than sixty-seven (67 – Friday, February 26, 2016) days prior to the date of said election and that an affidavit of intent to be a write-in candidate for Director to serve for any designated vacancy shall be filed with the Designated Election Official not less than sixty-four (64 – Monday, February 29, |

2016) days prior to the date of said election. The following denotes position availability and member terms:

|                 |   |
|-----------------|---|
| Richard Johnson | 2016 Term Limited 4 year term             |
| George Dasko    | 2018 4 year term                          |
| Kathy Bueno     | 2016 4 year term                          |
| Joseph Martinez | 2016 4 year term                          |
| Matthew Moreno  | 2016 2 year term (2018 changes to 4 year) |

Motion to adopt Resolution Concerning Regular Election May 3, 2016 made by Kathy Bueno and seconded by Joseph Martinez. The motion was approved unanimously.

#### Financial / Billing Report

Bernadette Cappellucci of Century Financial Group submitted the monthly financial report along with a written statement that the financials appear to be consistent with the normal month-to-month income and expenditures with nothing out of the ordinary. Also stated in her letter, "One important note I would like to add is that upon examination of 2015 budget figures year-to-date versus actual numbers shown in the financials, in my professional opinion, Trinidad Ambulance District has demonstrated remarkable financial management of its budget more so than any other Special District I have worked with."

Dan Moynihan made note that Enhanced Management Services, the billing company for Trinidad Ambulance District, refrains for billing Medicare after the first of the year until February 15 due to new deductibles needing to be met. This is standard practice for emergency management services. Therefore, billing income will not show those clients until March.

Also noted was the fact that the last auditor made a million dollar adjustment removing the monies projected to be received from the county making the profit margin differ drastically from 2014 to 2015. It is projected that the auditor this year will elect to replace the dollar amount to be received from the county making the amount higher this year than at the same time frame last year.

Profit/Loss numbers regarding Property Tax are down \$200,000 but Fee for Service numbers have increased \$300,000. Our billing company and crews are doing great jobs at documenting and billing for services rendered.

Dan Bates is working on completing a grant request for power cots to help provide a safer, healthier working environment for staff as well as a new ambulance.

Vehicle maintenance amounts were higher due to issues with ambulance #3103 but those have been resolved so maintenance costs should decrease. The district

statistics show that 90,000 miles per year were put on vehicles for inter-facility transfers alone. That accounts for twenty five percent of all runs. The other seventy-five percent of runs account for 47,000 miles per year on vehicles.

Motion to accept the financial and billing report was made by Joseph Martinez and seconded by Matthew Moreno. Motion passed unanimously.

#### Director's Report

Dan Bates provided a graph to all board members entitled 2015 EOY Summary comparing verified calls between 2014 and 2015. In order to provide more detailed information to the board, Dan B. provided a template he created reconciling CAD with TAD's software to provide a more accurate monthly detail on calls. He is also tracking cancellations per provider.

Rick Johnson inquired about Flight for Life's response time in our area. It was reported that they are "phenomenal" and that their response times are infinitely quicker than previous providers. Dan Moynihan also stated the probability of AEDs and training being provided to personnel at Monument Lake which would further decrease response time in case of emergency.

Dan Moynihan and Dan Bates will be attending EMS Day on the Hill on March 8 and 9, 2016. They will be meeting with Tim Dorr. It is hopeful that the Community Paramedicine Bill will be passed this year thanks to Representative Leroy Garcia. Dan Bates also stated that the Emergency Medical Responder bill will be passed making EMRs, EMTs and Paramedics under the Department of Health instead of the Fire Department. They will be under protocols and be under a medical director. There are approximately sixteen EMRs in Las Animas County. RETAC is encouraging Narcan be provided to Police Departments and is working on grant money to cover purchase of the drug.

Keith Gipson of Trinidad State Junior College is moving forward with the Post Academy. Curriculum is completed. Acquiring instructors is the next step.

Dan M. attended Spanish Peaks Board Meeting January 27, 2016 because there were rumors TAD was removing their ambulance from Aguilar. He clarified they and others will use the ambulance more once the Post Academy is functional and training is available.

It was noted that Las Animas County Commissioners did not initially issue a renewal for Trinidad Ambulance District's license on January 19<sup>th</sup>. Because there were no representatives present at the commissioners meeting to answer questions. It was postponed to February 2, 2016.

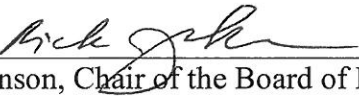
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|-----------------------------------|--|
| Land Acquisition Review           | <p>Several properties were discussed with a new potential site being 2000 Santa Fe Trail (old Hill Stop Service Station) owned by Hadad Realty; potential purchase price of \$400,00. It was noted that the property owner has documentation that the site has been totally mitigated i.e. tanks removed, etc.</p> <p>George Dasko raised the concern about several aspects of site selection including building size relating to lot size. All board members desire a written comparison of all properties suggested be presented at the February meeting.</p>  |
| Approval of Budget Expenditures   | <p>Dan Moynihan expressed desire to communicate with the board prior to purchasing computer equipment and a CareVan vehicle even though the purchases had been approved in the 2016 budget.</p> <p>It was unanimous with all board members that they appreciate the communication and would request future communication at minimum via email prior to purchase with follow up at the next board meeting. Estimated purchase price for new computers is below \$25,000 and below \$40,000 for an all-wheel / 4-wheel sedan or SUV for CareVan. Request for proposals will be sent to multiple vendors in order to procure the best prices available.</p> <p>Discussion went to how successful the CareVan program has been even though it was originally thought it would be discontinued. It was noted in the 2015 Profit and Loss report that CareVan had a profit increase of 25% from 2014 to 2015 (\$160,674.69 to \$200,880.19).</p> |
| Adjournment for Executive Session | <p>The meeting was adjourned for an Executive Session per CRS 24-6-402 subsection 4 (b) and (3) for personnel issues; Executive Director evaluation. Adjourned at 5:17pm with everyone leaving the room except for Rick Johnson, George Dasko, Joseph Martinez, Matthew Moreno and Kathy Bueno. Executive Session was adjourned at 5:54pm.</p>   |
| Call to Order                     | <p>The Regular Meeting was then continued at 5:55pm. Motion to approve Dan Moynihan's monetary compensation be increased by 3% was made by George Dasko and seconded by Joseph Martinez. The motion was approved by a unanimous vote of board members.</p>   |

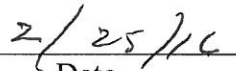
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Next Meeting Date            The next meeting date was set for Thursday, February 25, 2016 at 4:30pm.

Adournment                 A motion to adjourn the meeting was made by Joseph Martinez and seconded by Matthew Moreno. The motion was carried by a unanimous vote. Meeting adjourned at 5:56pm.

Minutes Approved by Trinidad Ambulance District Board.

  
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Rick Johnson, Chair of the Board of Directors

  
\_\_\_\_\_  
Date