

MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: July 27th, 2011

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

Other Guests: Brandon Chambers, TAD Executive Director
Dodge Shelby, Attorney (By Phone)
Tom Ortiz, Accountant
Steve Boyles, Times Independent

<u>SUBJECT</u>	<u>DISCUSSION</u>
Call to Order	Meeting was called to order at 4:02 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).
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 June 22 nd , 2011 board meeting were approved. Motion made by Rick Johnson to accept the minutes and seconded by Colleen Williams. Motion passed to approve minutes.
Public Comments	None.
Accountant Financials	Tom Ortiz now presented his financials to the board. Information discussed were total cash on hand, bank totals, total assets, depreciation, total month operations, and the current budget. Also discussed were the expenditures for the month, construction costs, bad debt write offs, total collections year to date, overpayment refunds, and year to date profit. Mr. Ortiz asked if there were any questions on the financials report. There were none.
Director's Report	<p>Director's Financials</p> Brandon Chambers now went over the cash financials for the month of June, 2011. Discussed were the total collections for ambulance and caravan. Also discussed were the accounts receivables, supplies, wages, vehicle maintenance, construction costs, professional services, overpayment refunds, and the budget year to date. Brandon explained to the board that caravan volume is still low and is continuing to be monitored. Brandon said that all other aspects are right in line. He asked if there were any issues or questions regarding his financials. There were none. Motion to accept the financials made by Tom Ortiz and

Brandon Chambers was made by Colleen Williams and seconded by Rob Bukovac. Motion passed unanimously.

Billing Reports

Reviewed were the billing reports for the month of June, 2011. Discussed were the total billable charges, total amount received, and the ending balance report for the end of the month. He went over the total collections for Medicare, Medicaid, Private Pay, and Commercial insurances, and total write offs for the month. He also went over the total loss for bad debt. Liz Aragon asked if there were any questions on the billing report. There were no questions at this time. Motion to accept the billing report was made by Rick Johnson and seconded by Kelly Smith. Motion passed unanimously.

Other Agenda Items

Brandon went over the report that was sent to the board regarding the current schedule, the new schedules in question, and the pay scales that will go along with the schedules. Brandon started off by asking Dodge Shelby if the discussion for the employee pay scale and the different schedules should be discussed in open session or executive session. Dodge states that since it entails individual pay scales that this should be discussed in executive session. Brandon went on in explicit detail explaining the hours that are currently being worked and what happens in a twelve hour work day along with the twelve hour call period. There was a lengthy discussion regarding this topic. Dominic Verquer addressed the board asking if the employees can have a representative at the next employee meeting regarding the schedule issue. Brandon and the board said that a decision has to be made as soon as possible. Liz asked Dominic if he would like to explain his concerns today. Dominic explained the different schedules that are currently being worked right now. His preference is to remain on the schedule that is currently being worked. He also states that he cannot speak for any other employees. The board agreed to hold a special meeting on the 10th of August to give the rest of employees a chance to give their input before a decision is made. This was agreed by all. Brandon states his opinion is to work the twenty-four hour work schedule with a pay adjustment.

Brandon states that there are two change orders that need to be approved. The first one is the removal of debris that was previously discussed. Liz Aragon asked if there was a motion to accept the change order for the removal of debris. Motion to accept the change of order made by Rick Johnson and seconded by Kelly Smith. Motion passed unanimously. Also discussed was the change order for the chain link fence addition. Liz Aragon asked if there was a motion to accept the change order for the chain link fence. Motion to accept the change order was made by Colleen Williams and seconded by Rick Johnson. Motion passed unanimously. Brandon states we will receive a credit on the warning lights. In place of the warning lights we will have signs put up instead. We will also receive a credit for the sewer tap in the street due to there was a sewer tap in place already. Liz asked the board what their opinion was for the fence on

the west side of the building. She asked if we should go with chain link or block. The board agreed on block and asked Brandon to get a price before a decision is made.

Liz Aragon asked what the board's preference is on hiring a local attorney. Liz states we had one person come in and they can either vote up or down on that one person. This person that was mentioned is Mr. Robert Land. He was present at the board meeting held on June 22nd, 2011. She feels that in all fairness to Dodge Shelby who is our current attorney, she does not want to go public. Liz states we don't have to go public and it is not in the bylaws to do so. Rob Bukovac feels that we should give other attorney's a chance to represent the board if they are interested. The majority of the board does not matter either way. Liz Aragon states she is not in favor but if the board would like to interview other attorney's then that's what will be done. There was a brief discussion regarding this issue. Liz Aragon asked if there was a motion to put an ad in the Chronicle News requesting letter's of interest from local attorney's that might be interested in serving the Trinidad Ambulance District board of directors. Motion to accept letters of interest from local attorney's made by Rob Bukovac and seconded by Colleen Williams. Motion was passed with four votes. Liz Aragon voted no.

Executive Session Brandon cited C.R.S. 24-6-402 subsection 4F for legal advice. Dodge Shelby has requested the board not record the executive session due to attorney client privileged information. . Liz Aragon asked if there was a motion to adjourn the regular meeting and go into executive session. Rick Johnson made the motion to adjourn. Colleen Williams seconded the motion. All yes. Board went into executive session at 5:00 p.m.

Next Meeting Date Board came out of executive session at 5:26 p.m. Liz Aragon states the next meeting will be held on August 10th, 2011 at 4:00 p.m. Meeting will be held at the Trinidad Ambulance District office.

Adjournment Liz Aragon asked if there was a motion to adjourn. Colleen Williams made the motion to adjourn. Rob Bukovac seconded the motion. All yes. Meeting is adjourned at 5:28 p.m.

The minutes for July 27th, 2011 were respectfully submitted by April Martinez on August 4th, 2011.

Minutes Approved by Trinidad Ambulance District Board.

Liz Aragon, President of the Board of Directors

Date