

ANNUAL MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: July 25, 2018

Present: Kathy Bueno
Derek Navarette
Joseph Martinez
James Casias

Other Guests: Daniel Moynihan, Chief
Andrea Brody, Deputy Chief
Gabriel Moreno, Deputy Chief
Barbara Fisk, Executive Assistant
Lori Mann, Century Financial

<u>SUBJECT</u>	<u>DISCUSSION</u>
Call to Order/Pledge	Meeting was called to order at 4:29pm by Kathy Bueno followed by the recitation of the Pledge of Allegiance.
Roll Call/Proof of Quorum	There was a quorum with Kathy Bueno, Derek Navarette, Jim Casias 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.
Approval of Minutes	Motion to approve the June 27, 2018 regular meeting minutes as presented was made by Joseph Martinez and seconded by Derek Navarette. The minutes were approved unanimously with Jim Casias abstaining.
Public Comments	Lori Mann provided the board with current, roll over and proposed medical insurance documentation for the board to elect a plan for 2018-2019. Barbara will send the board an email from which they will respond with their choices by August 1 st . Also recommended was to increase the HRA account deductible amount to \$2,000.
Financial / Billing Report	Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for the month ending June 30, 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 the financials for the month of June 2018.”

Dan Moynihan noted as of June 30, 2018 TAD has:

- \$3,618,473.64 cash in the bank,
- \$222,057.31 monthly accounts receivable for June 2018,
- \$100,000 +/- property tax revenue outstanding,
- 2018 annual budgeted income is \$2,665,109 divided by 12 months equals \$222,092 monthly income projected which is close to the \$222,057.31 earned in June 2018,
- 2018 budget projected six month income is \$1,332,554 with current actual figure is \$1,687,622.90,
- Wages are down \$34,000 from this time in 2017,
- Net income increased \$80,366.00 from 2017.

Billing fees have been reviewed as the most recent invoice from Quick Med Claims charged TAD 7.5% instead of 6.5%. It was a one-time error and amended.

Payroll has been holding steady even with one employee being out for an extended time due to an injury thus creating more overtime.

Motion to approve the June 2018 financial reports as presented was made by Joseph Martinez and seconded by Jim Casias. The motion was approved unanimously.

Director's Report

Stop The Bleed Since July 3rd when Nick Mattorano, Junie Verquer and Gabe Moreno evaluated all area schools to get a set number for how many Stop The Bleed kits to purchase. Materials were purchased separately (\$6,800) instead of buying pre-fab kits. Gabe provided a sample kit for the board to review. All in attendance were pleased. Dan mentioned that some personnel from the court house voiced interest in obtaining for their facility. Gabe noted that Quick Clot is the only item in the kit with an expiration date (2021) and hopes to stagger replacement over the course of one to two years.

Trinidad State Junior College (TSJC) Plans have been finalized for Andrea Brody to work for TSJC in establishing a paramedic school. An EMT course will be begin in August 2018 and a Paramedic Bridge course will begin January 2019 ensuring 3 TAD employees free tuition to participate. TSJC plans to establish a complete Public Safety Program within a year.

Smith System Driver Improvement Institute David DeTray is currently enrolled in the Smith System Driver Improvement

Institute in Albuquerque with the intent to return to TAD qualified to provide safe driving instruction to employees.

LaVeta Fire Protection District Dan shared an email he received thanking TAD for allowing David DeTray time off to work as the LaVeta Fire Chief during the recent Spring Creek Fire.

Triggers Thank You TAD employees hosted an end of season cook-out on Sunday, July 22nd for the Triggers. Kimberly Schultz sent a Thank You note.

TAD Employees Save Young Girl Dan provided copies of *The Chronicle News* dated July 23, 2018 wherein John Velasquez and Eric Bukovac were noted with saving a young girl's life.

Helicopter to base in Trinidad Dan, Andrea and Gabe met with Jim Weaver of Apollo MedFlight who is interested in basing a medical transport helicopter in Trinidad. Apollo doesn't do balance billing but has contracts with most insurance companies from which they accept payment. He then met with members of MSRH who declined the offer stating they already have contracts with Summit (fixed wing) and Reach (LaJunta based). He then suggested he base out of the airport to which MSRH stated they would still call Reach but consistently use Flight For Life from up north. It has been suggested that Apollo look at pouring a pad behind the Felix Garcia Justice Center and use the office space which used to house TAD.

2001 E. Main Street A preliminary email has been received from Advantage Environmental Safety Resources stating that several samples taken July 16th show signs of asbestos. TAD is waiting for a final report before investigating abatement options.

Operations Report

Gabe Moreno discussed the Operations Reports provided in the board packet by pointing out the following information:

Requests for Service:	211
Total Transports:	175
*Inter-Facility Transfers:	36 – most of which went to COS
911 Transports	137
Transferring Physicians	Jennifer Case and T. Eckler
*July report will include destinations of IFTs.	

Jim Casias asked how many calls are dispatched to Crossroads Turning Point rehabilitation center:

2017	= 67
2018 as of June 30, 2018	= 52

50% of which were first cleared by MSRH, sent to Turning Point then sent back to MSRH or sent to the jail for holding.

Dan and Gabe will meet with Crossroads administration to discuss necessity issues.

Sprinter Van Dan and Gabe have investigated the purchase of a wheel drive, gasoline sprinter vehicle for inter-facility transfers. A new vehicle will cost approximately \$92,000. Excellance has small, older boxes which will have a 25 year warranty to set on a new chassis for an initial cost of approximately \$140,000. To re-chassis would cost approximately \$40-60,000 saving money in the long run on replacement of the chassis. Dan is awaiting a formal quote from Excellance.

Vehicle Updates

2018 ambulance will be completed next week (7/30 – 8/31/18)

3106 potential donation to Trinidad Police Dept for S.W.A.T.

Special Ops vehicle on-site, need to purchase 10' plow

3013 has 240,000 miles and is wearing out tires

Miscellaneous

Mt. San Rafael Hospital Medical Director Issue Jim Casias asked for clarification regarding the conversation at the June 27th board meeting pertaining to the Mt. San Rafael Hospital administration conversation wherein TAD was asked to change medical directors to the one on-staff at MSRH. Andrea Brody confirmed the request made by MSRH administrator Mandy Shaiffer and explained that the hospital wishes paramedics to administer certain medications which are not allowed by Colorado statute. After the June 27th board meeting, Dan Moynihan conducted a 45 minute teleconference with Dr. Eckler concerning the topic. No progress was made enlightening MSRH staff. Joseph Martinez noted that prior to the June issue, he and Dan Moynihan attended a MSRH board meeting in hopes of clarifying TAD's position on topics of concern and that a formal letter was sent to MSRH administrative staff. Neither form of communication has proven effective.

Sangre de Cristo Hospice Jim Casias noted that he was approached by Sangre de Cristo Hospice to give a presentation to the board. Barbara Fisk stated that she had been contacted for the same purpose but noted that it was stated the presentation was for our providers to give out information to patients. Barbara made sure to tell the hospice representative that TAD employees would in no way provide any such information or suggestions to patients but if wanting a place on the agenda to email a request to her.

New Email Account Setup Barbara asked if anyone had issues setting up their new email accounts and provided copies of "How To Setup Email Account" to all board members.

Executive Session N/A

Next Meeting Date The next Annual Meeting date was set for Wednesday, August 22, 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 Derek Navarette. The motion was approved unanimously. The regular meeting adjourned at 5:35pm

Minutes Approved by Trinidad Ambulance District Board of Directors.


Kathy Bueno, President

Date

8-22-18

