

MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: March 25, 2009

Present: Alex Abeyta, Liz Aragon, Jeanie Hollon, Rick Johnson, & Kelly Smith

Other Guests: Brandon Chambers, TAD Executive Director
Dodge Shelby, Attorney

<u>SUBJECT</u>	<u>DISCUSSION</u>
Call to Order	Meeting was called to order at 4:04 pm by Jeanie Hollon.
Proof of Notice	Notices were posted at the Trinidad Ambulance District Office, Las Animas County Courthouse, Trinidad Times Independent and the Chronicle News.
Proof of Quorum	There was a quorum. (Jeannie Hollon stated that all 5 board members were present).
Approval of Minutes	Minutes for February 18th, 2009 board meeting were approved with the exception of a misspelling which was corrected and given to J. Hollon sign. L. Aragon commented stating that on the financials the numbers were repetitious and we can shorten this. Brandon agreed. Motion made by L. Aragon and seconded by Alex Abeyta to except the minutes. All yes, motion passed unanimously.
Financials	T. Ortiz was not present at this time. Brandon went over the financials done by Mr. Ortiz. This report was given to the board members and is on record. He discussed the current assets, accounts receivable, and the audit. There was a brief discussion regarding the audit. Brandon states we are currently under budget. The wages and costs are right where they should be. The transfers were briefly discussed. The board discussed the buy out of International Bank. They suggested that we keep our money in a local 5 star bank. Brandon agreed and they are going to look into this. Brandon now discussed the property taxes. He states the total collection for the year is 1.87%. There was a lengthy discussion on the grant for the QRT's and the RETAC grant. He states the annual \$15,000. RETAC grant comes through Las Animas County. We have already received the 1 st half of this grant and are now getting ready to receive the 2 nd half. The new grant process starts in June or July. B. Chambers now went over his financials. He did state that we are fully staffed. There was a lengthy discussion regarding staff, staff positions, and care van staff. He went on to discuss the accounts receivables for February. Said we are hitting budget for 2009 which was not done until the middle of 2008. A discussion ensued regarding these reports and other issues (taxes, medical expenses, maintenance, banking charges, overtime, shift coverage and care van). He states we are well within budget. K. Smith addressed a question to B. Chambers regarding the next installment for the health insurance

was due. Bandon discussed this issue briefly. A brief discussion ensued regarding these reports and other issues including the contract for the copier. Brandon asked if there were any questions on his accounts receivables and there were none. Motion to accept the financials made by L. Aragon and seconded by Rick Johnson. Motion passed unanimously.

Billing Reports

B. Chambers began his review for the month of February. He went over his accounts receivables, write offs, ambulance AR, and care van. Discussion: J. Hollon asked if another care van has been purchased. Brandon states that he has not purchased a care van right now and this will not be done until the end of the year depending on monies and if we decide to stay with care van service. A lengthy discussion ensued regarding CMS and transport laws. J. Hollon asked if there was any further discussion or questions regarding the billing reports. There were none. Motion to accept the billing reports was made by Alex Abeyta and seconded by L. Aragon. Motion passed unanimously.

Public Comments

None.

Other Agenda Items

Brandon started off by stating that he has to purchase a computer program called Quick Books. As of 5/31/09 the version we currently have will no longer be available. K. Smith asked what version we are currently running and if we will have to purchase the software also. B. Chambers states we currently have the 2006 version. The software will be updated with the purchase. There was a brief discussion regarding the program and purchase. Brandon now discussed the Special District Manuel that was put in the board members packets. He said he will continue to make copies for them. So the board is aware and for full disclosure Brandon states he has been in touch with Cynthia Fire with the Department of Local Affairs regarding the Mill Levy. States there were challenges and we are going to have to reimburse about \$250,000. A discussion regarding this issue ensued. Brandon now discussed the Audit which is scheduled for May 18th, 2009. This has to be completed by June 30th, 2009. He stated to Dodge Shelby that he has a letter of termination from Communication Solutions. Dodge replied and said he will take care of it. There was a brief discussion. We do have a signed contract with Trinidad State Junior College. We now have a full time Educator by the name of Greg Williams. Brandon now discussed the Needs Assessment which was done in 2006. The district has been recognized on a state level. He states he was asked to help with the Needs Assessment for another district but he has passed on the offer. A lengthy discussion ensued regarding this issue. Brandon states he as been asked to be a member of the Las Animas County Rotary and he accepted. There will be a slight fee, luncheons, and meetings for this service. Brandon has 1 action item for the board which is that we can implement a fee structure for reimbursement to send out medical records to physician offices and attorneys requesting this information. He states Revised Statue 10-11-1 Chapter 2 Part 5.2.3.4 which specifically gives an outline of amounts we can charge in Colorado. Discussion on this matter ensued. The board has agreed to follow the statue and bill for