

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

DATE: March 17<sup>th</sup>, 2010

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

Other Guests: Brandon Chambers, TAD Executive Director  
Dodge Shelby, Attorney  
Tom Ortiz, Accountant  
Dr. Kevin Weber, Medical Director

<b><u>SUBJECT</u></b>	<b><u>DISCUSSION</u></b>
Call to Order	Meeting was called to order at <b>4:01</b> 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. (Jeanie Hollon states that all 5 board members were present).
Approval of Minutes	Minutes for February 17 <sup>th</sup> , 2010 board meeting were approved with the exception of couple of typos. These corrections have been made and a corrected copy given for signature. Motion made by Liz Aragon and seconded by Rick Johnson to accept the minutes. All yes, motion passed unanimously.
Financials	Tom Ortiz now presented his financials for the month of February to the board. A report reflecting all topics discussed were given to the board members. He went over cash on hand in all bank accounts. Mr. Ortiz states we have no liabilities. Everything has been paid in full. He also discussed the current assets, the loss for February, accounts receivables, property taxes, and the net profit for the year. Tom also went on to discuss the collections for the month. There was a brief discussion on the increase in costs. Mr. Ortiz asked if there were any questions on the financials report. There were none. Brandon Chambers now went over his financials. He went on to discuss the budget for ambulance and care van for February of 2010. He discussed the accounts receivables, medical supplies, and vehicle maintenance, total ambulance operations, insurance, employee wages, and total budget year to date. Jeanie asked if there were any questions on the financials and there were none. Motion to accept the financials made by Alex Abeyta and seconded by Liz Aragon. Motion passed unanimously.
Billing Reports	Brandon Chambers began his review for February of 2010. He informed the board that he attached a sample AR sheet that EMA Consulting will now be using. He let the board know that he met with the billing company last week to discuss the numbers being received from them and presented this form to them.

He has requested they use this form on a monthly basis to present the billing numbers due to the numbers not being consistent. There was a lengthy discussion by Brandon explaining the form to the board and how it works. Brandon states that Andrea Emery with EMA Consulting will have the new report done before the audit and also by the next board meeting. Jeanie Hollon 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 Alex Abeyta. Motion passed unanimously.

#### Public Comments

Brandon states that Dr. Kevin Weber is here and would like to say a few words. Dr. Weber states that he is very impressed with the way things are running here. The computer software is running great and he sees no problems.

#### Other Agenda Items

Brandon states that the new carevan has been ordered and will be here sometime in April. Brandon informed the board that the revalidation for the CMS/Medicare provider number has been completed and a confirmation has been received. Brandon reminded the board that the Audit will begin on March 29<sup>th</sup>, 2010. He let the board know that the ambulance purchased with the grant money will now be here by June 30<sup>th</sup>, 2010 instead of April. Failure to submit the ambulance by this date means forfeiture of the grant money meaning they will be responsible for the cost of the ambulance. He informed the board that the first hearing for the other grant he applied for will be March 18<sup>th</sup>, 2010 which he will be participating in at the local regional RETAC meeting. States the odds for receiving this grant is 96%. Brandon informed the board that an offer has been made for the full time paramedic position. His start date will be April 4<sup>th</sup>, 2010. There are now no full time positions open. There was a brief discussion about this new hire. Brandon discussed the newspaper ad in the paper regarding the architectural design. The cut off date is April 9<sup>th</sup>, 2010. There was a brief discussion on this topic. Brandon informed the board that he has been working with Grimshaw & Harring and Susan Schledorn our election official. The election is set, supplies have been ordered, and election judges have been selected. We will be sharing some of the expenses with the Aguilar station. Brandon now let the board know that they will have homework. He gave the board the new policy book to look over. He said that the only thing they need to look at is Section 5 which is the fiscal, employee, and policy section. There was a lengthy discussion regarding this topic. He asked the board if they could give them their thoughts before the next board meeting. Jeanie asked if there were any questions. There were none.

#### Executive Session

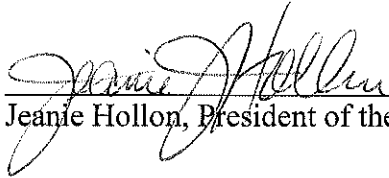
Jeanie Hollon states the next meeting will be April 28<sup>th</sup>, 2010 at 4:00 p.m. at the Trinidad Ambulance District office. The agenda will remain the same. Brandon cited C.R.S. 24-6-402 subsection 4B regarding the pending legal contract 911 authority, and C.R.S. 24-6-402 subsection 4A, 4B, & 4E for legal advice on the building lease. Dodge Shelby has requested the board not record the executive session due to attorney client privileged information. All agreed. Jeanie Hollon asked if there was a motion to go into executive session. Rick

Johnson made the motion to go into executive session. Alex Abeyta seconded the motion. All agreed. All yes, motion passed unanimously. Board went into executive session at 4:53 p.m.

Regular Session Board came out of executive session at 5:35 p.m. Alex Abeyta made the motion to adjourn at 5:35 p.m. Rick Johnson seconded the motion. All yes.

The minutes for March 17<sup>th</sup>, 2010 were respectfully submitted by April Martinez on April 14<sup>th</sup>, 2010.

Minutes Approved by Trinidad Ambulance District Board.



Jeanie Hollon, President of the Board of Directors

4/28/2010  
Date