

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

DATE: May 27, 2009

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

Other Guests: Brandon Chambers, TAD Executive Director  
Dodge Shelby, Attorney (By Phone)  
Tom Ortiz, Accountant  
Andrea Emery, EMA Consultants

<b><u>SUBJECT</u></b>	<b><u>DISCUSSION</u></b>
Call to Order	Meeting was called to order at <b>4:00</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. (Jeannie Hollon stated that all 5 board members were present).
Approval of Minutes	Minutes for April 22 <sup>nd</sup> , 2009 board meeting were approved. Motion made by Alex Abeyta and seconded by Liz Aragon to except the minutes. All yes, motion passed unanimously.
Financials	Tom Ortiz now presented his financials to the board. A report reflecting his discussion was given to all board members. He went over the accounts receivables, balances in the bank accounts, current assets, and the net profit for the year. He also went on to discuss the transfers made, expenditures, and the budget for the year. No questions on Tom's financials. B. Chambers now went over his financials. He went on to discuss the budget for ambulance and care van for April of 2009. States we are within budget. He also discussed medical supplies, vehicle maintenance, cell phone bills, care operating expense, uniforms, and wages. Brandon states the most important topic is the year to date and budget comparison which shows we are at 121% of our budget for accounts receivable. He states that the billing company is doing very well to date. He went on to discuss the accounts receivables for April. Said we are hitting budget for 2009 at this time. There was a brief discussion regarding the warranty on the care van. Brandon also discussed the fees for wages, fees for the billing company and insurance. Brandon asked if there were any questions on his accounts receivables and there were none. Motion to accept the financials made by Rick Johnson and seconded by Alex Abeyta. Motion passed unanimously.
Billing Reports	Brandon Chambers began his review for April of 2009. He went over his accounts receivables, write offs, ambulance AR, and care van. He states that he spoke to Andrea Emery regarding the 90 day collections list. Said she is

working on this as we speak. Kelly Smith asked about the adjustments for patient accounts. There was a brief discussion regarding the patient adjustments. Andrea explained that the patient adjustments were actually payments made by patients. Brandon said he would do some more research on this topic. Brandon asked if there were any questions on his billing report. There were none. Jeanie Hollon asked Andrea with EMA Consultants if she wanted to add anything at this point.

Andrea Emery gave a brief summary on her billing reports. She states that the billing is going very well. Money is coming in. They're biggest challenge is the private pay accounts. Jeanie Hollon asked what kind of a monthly payment a patient has to commit to in order to keep the account from going to collections. Andrea states they are taking \$5.00 a month right now and if they don't receive their monthly payment they will send out a nasty letter to the patient. There was a brief discussion on this topic. Kelly Smith asked about Medicaid reimbursement and how it is affecting the billing process. Andrea states that right now on an ALS, Medicaid pays \$138.03 and \$11.46 for oxygen. On a BLS, Medicaid pays \$94.57. The rest is a write off. There was a brief discussion on this topic. Kelly then asked what the difference was from last year and Andrea states it has remained the same and that the rates have not changed yet. Kelly asked what the patient mix was for Medicare, Medicaid, and Commercial. Brandon states that Medicare is at 32%, Medicaid is at 32%, Commercial are at 12%, and the rest is private pay. It has remained pretty constant. There was a brief discussion on this topic. Jeanie asked if there were any questions regarding the billing reports. There were no questions at this time. Motion to accept the billing reports was made by Liz Aragon and seconded by Alex Abeyta. Motion passed unanimously.

Public Comments

None.

Other Agenda Items

Brandon started off by going over the Airgas Contract. He said that there were comments stating that Trinidad Ambulance was paying a high dollar for oxygen. Said he called Airgas to inquire about the fees. There was a transaction that got mixed up and as a result they were charging a monthly fee instead of an annual fee. We are now paying a much better rate. Brandon now discussed the pre-employment physicals. The Trinidad Ambulance District now has a form for the physicals. There was a brief discussion on this topic. Brandon now discussed the health insurance changes. He states we are up for renewal. The costs have not changed for the district but the cost to the employees is changing significantly. Our current cost for the district is around \$70,000 with a budget of \$135,000. The total cost to include what the employees contribute currently is we pay 100% for a full time employee and they are responsible for family or spouse. Our deductible on our current plan has gone down from \$1200 to \$1000 annually. But as a result to this, every other out of pocket fee has gone up. Brandon gave a report to the board

showing the employee numbers, ages, employee rate, employee plus spouse, employee plus children, and the family rate. The next report shows the actual as to what would occur if we were paying 100% of their insurance. This shows what the actual cost would be. There was a lengthy discussion on this topic and other insurance companies. Brandon asked if the next meeting could be moved up a week or ahead a week. They all agreed on June 17<sup>th</sup>, 2009. Brandon briefly discussed the Mill Levy. States he received an email from Marcus M. showing a copy of the 2007 recertified values of the county assessor. Note that the value of the inclusion on line 7 has increased. He went into further discussion regarding this email. Brandon asked if there were any questions regarding his agenda items. There were none at this time.

Executive Session

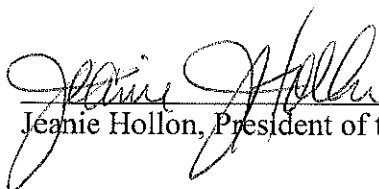
Brandon cited C.R.S. 24-6-402 subsection 1, 2, 4, & 6, regarding legal advice, contract negotiations, potential litigation, and personnel matters. Dodge Shelby has requested the board not record the executive session due to attorney client privileged information. All agreed. Jeanie Hollon asked if there was a motion to go into executive session. Rick Johnson made the motion to go into executive session. Liz Aragon seconded the motion. All yes, motion passed unanimously. Board went into executive session at 5:05 p.m.

Regular Session

Board came out of executive session at 5:54 p.m. Jeanie asked if they have a motion to allow Brandon to spend \$8,360 on the equipment we discussed in executive session. Alex Abeyta made the motion to allow Brandon to purchase the equipment. Liz Aragon seconded the motion. All agreed. Jeanie Hollon states the next meeting will be June 17<sup>th</sup>, 2009 at 4:00 p.m. at the Trinidad Ambulance District office. The agenda will remain the same. Liz Aragon made the motion to adjourn at 5:55 p.m. Alex Abeyta seconded the motion. All yes.

The minutes for May 27<sup>th</sup>, 2009 were respectfully submitted by April Martinez on June 5, 2009.

Minutes Approved by Trinidad Ambulance District Board.



Jeanie Hollon, President of the Board of Directors

5/27/2009  
Date