

MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: May 11th, 2011

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

Other Guests: Brandon Chambers, TAD Executive Director
Dodge Shelby, Attorney (By Phone)

<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 4 board members were present). Rob Bukovac was absent.
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 April 27 th , 2011 board meeting were approved. Motion made by Rick Johnson to accept the minutes and seconded by Kelly Smith. Colleen Williams abstained due to she was not here for this meeting. Motion passed to approve minutes.
Public Comments	None.
Director's Report	<p>Director's Financials</p> <p>Brandon Chambers now went over the cash financials for the month of April, 2011. Discussed were the total accounts receivables, caravan, vehicle maintenance, property expenses, professional services, and the budget year to date. Brandon states that the ambulance AR is low this month. This is mostly due to the computer issues we had last month and being fourteen days behind in billing. Caravan volume is low also. He is going to look into this issue. Brandon said that all other aspects are right in line and looking good. He asked if there were any issues or questions regarding his financials. There were none.</p> <p>Billing Reports</p> <p>Reviewed were the billing reports for the month of April, 2011. Discussed was the ending balance report for the end of the month. Also discussed were the total collections for Medicare, Medicaid, Private Pay, and Commercial insurances. He went over the total loss for bad debt. There was a lengthy discussion regarding the write offs and how it all works. Liz Aragon asked if</p>

there were any questions on the billing report. There were no questions at this time. Motion to accept the financials and the billing report was made by Colleen Williams and seconded by Rick Johnson. Motion passed unanimously.

Other Agenda Items

Brandon states that the audit is still in process. The auditor will be back in the office to complete the audit in about two weeks.

Brandon informed the board that invitations have gone out for the employee appreciation dinner that will be held on June 4th, 2011. He also let the board know that EMS activities will be on Saturday, May 14th, 2011. He invited the board to come out and have some fun.

Brandon states that the AED contract was submitted to the City. He attended the City Council meeting and they have approved the contract pending approval by Trinidad Ambulance District. There will be further discussion on this topic.

Brandon informed the board that Comcast clean-up day was on April 30th, 2011. It turned out to be a good day.

Brandon informed the board that the Builder's Risk Coverage for VFIS will be \$6,336.00. This amount is based on a value of \$1.2 million. There was a brief discussion on the different coverage and limits of the insurance. Motion to accept the Builder's Risk Coverage through VFIS made by Colleen Williams and seconded by Rick Johnson. Motion passed unanimously.

Brandon states that we will not be participating with the Red Cross. It really does not pertain to us. Our services will be focused on the tax payers.

Brandon states the building lease has been finalized. According to the newspaper, Las Animas county has signed the contract but we have not received it as of yet.

Brandon handed out a report to the board showing the call volume and the summary of destination. He states we are right in line to date.

Brandon went over the time line for the building construction, changes to some charges, and property line issues. There was a brief discussion on what needs to be done regarding the property line. Brandon also informed the board that Little Stinkers Co. is still in place. There was a brief discussion regarding this issue. The board has decided to leave them stay unless they hear any other complaints.

Executive Session

Brandon cited C.R.S. 24-6-402 subsection 4F for legal understanding on a personnel issue. 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. Kelly Smith seconded the motion. All yes. Board went into executive session at 4:51 p.m.

Next Meeting Date Board came out of executive session at 4:57 p.m. Liz Aragon states the next meeting will be held on June 22nd, 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. Kelly Smith seconded the motion. All yes. Meeting is adjourned at 4:59 p.m.

The minutes for May 11th, 2011 were respectfully submitted by April Martinez on June 6th, 2011.

Minutes Approved by Trinidad Ambulance District Board.

Liz Aragon, President of the Board of Directors

Date