

REGULAR MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: May 26, 2016

Present: Joseph Martinez
George Dasko
Matthew Moreno
Kathy Bueno
Derek Navarette

Other Guests: Dan Moynihan, EMS Chief
Dan Bates, Assistant EMS Chief
Barbara Fisk, Executive Assistant
Dominic Verquer, TAD Public Relations Officer

SUBJECT

DISCUSSION

Call to Order/Pledge	Meeting was called to order at 4:35pm by Joseph Martinez followed by the recitation of the of Allegiance Pledge.
Oaths of Office	Joseph Martinez, Katherine Bueno, Matthew Moreno and Derek Navarette read and signed the Oaths of Office stating they will faithfully support the Constitution of the United States and of the State of Colorado, and the laws made pursuant thereto, and will faithfully perform the duties of the office of Director of Trinidad Ambulance District upon which there are about to enter.
Roll Call/Proof of Quorum	There was a quorum with all board members in attendance (Joseph Martinez, George Dasko, Kathy Bueno, Matt Moreno and Derek Navarette).
Election of Officers	<p>Nominations were made for the various positions on the board of directors as follows:</p> <p>President Nomination(s): George Dasko nominated Joseph Martinez; Kathy Bueno seconded the nomination. Unanimous vote with Joseph Martinez abstaining. Elected: Joseph Martinez</p> <p>Vice President Nomination(s): Joseph Martinez nominated Kathy Bueno; Matt Moreno seconded the nomination. Unanimous vote with Kathy Bueno abstaining. Elected: Kathy Bueno</p> <p>Secretary Nomination(s): Joseph Martinez nominated George Dasko; Matt Moreno seconded the nomination. Unanimous vote with George Dasko abstaining. Elected: George Dasko</p>
Bank Signatory Updates	All board members signed the appropriate documents in order to update the signatories on the First National Bank accounts.

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 April 28, 2016 minutes as amended (change plague to plaque) at the meeting was made by Kathy Bueno and seconded by George Dasko. The motion was approved unanimously with Derek Navarette abstaining.
Public Comments	Dominic Verquer reported on the first EMR class at Trinidad High School. Mr. Verquer taught the class as a credited course at the high school. There were initially 14 students enrolled with a final roster of 6. The students were required to undergo the same education and practical application requirements as provided to others who participate through Trinidad Ambulance District. All six students passed the final examinations/testing necessary to become EMR certified. Mr. Verquer spoke at the end of the year awards banquet at the high school presenting the six students with their certificates. It was suggested by Kathy Bueno that The Chronicle News be contacted in order to have the students recognized publicly via a newspaper article and picture. Mr. Verquer also mentioned the school wants to schedule two class periods for the same class next year. The students will undergo an application process in order to enroll only those whom are serious minded. There are already ten students showing interest.
Financial / Billing Report	<p>Bernadette Cappellucci of Century Financial Group submitted the monthly financial report along with a written statement, "the financials appear to be consistent with the normal month-to-month income and expenditures. The salaries for the month of April do appear to be higher than usual due to three pay periods falling in the month of April."</p> <p>Dan Moynihan presented the Understanding of Service agreement from Dixon, Waller & Co., Inc. in order to proceed with the audit for 2015 financial records. George Dasko mentioned it is important to do business with as many local businesses as possible. It was agreed upon that Dixon, Waller & Co., Inc. should conduct the audit. Even though Dixon, Waller & Co., Inc. had done the audit in past years, the audit conducted in 2015 was by another company. In order to contract with Dixon, Waller again, a new price was negotiated which is less than the previous CPA but more than what Dixon, Waller charged under their previous contract. The Understanding of Service was signed by Dan Moynihan and Joseph Martinez on May 26 and the original mailed to Dixon, Waller & Co., Inc. on May 27, 2016.</p> <p>Dan Moynihan discussed the fact that cash intake was down from 2015 mostly because Pioneer Gas and XTO have not yet paid their taxes. He noted that 58% of the runs TAD performs are Medicare. CareVan seems to be doing very good and</p>

potentially could run on its own. Joseph Martinez mentioned the amazing turn around because at one point the board didn't think CareVan would sustain itself.

Motion to approve the Financial and Billing Report was made by Kathy Bueno and seconded by Joseph Martinez. The motion to approve the Financial and Billing Report was approved unanimously.

Director's Report

Congratulations to Darren Kolakowski, full-time TAD EMT and Assistant Chief at Hoehne Fire Protection District, for successfully completing all requirements to become Intermediate ALS certified.

The ambulance formerly provided to the Spanish Peaks Bon Carbo Fire Protection District is now offered through an agreement with the Town of Aguilar. The Inter-Governmental Agreement should be ready for the next board meeting. Workers Compensation will be covered by the Town of Aguilar.

TAD celebrated EMS Week by providing invitations to all local emergency services personnel for lunch on May 19, 20 and 21 from 11:00am to 2:00pm. Approximately 100 meals were served over the course of the three-day event. It was very nice to look outside the office and see vehicles from all the different entities that serve Las Animas County.

Dan discussed the Drive-In property on East Main Street. The asking price for the 11.5 acre parcel is \$250k. All utilities are there, it has great access to the hospital and Goddard Extension. He asked for board approval to make an offer on the property in order to build the new facility.

George Dasko motioned to give Dan Moynihan authority to negotiate a price on the Drive-In property on East Main Street with the listing realtor. Derek Navarette seconded the motion. The motion was approved unanimously.

Operations Report

Dan Bates discussed the SEMTAC meeting clarifying TAD's need for grant funds to purchase a new ambulance. He and Dan Moynihan feel confident they were able to clarify necessity i.e. TAD has established a rotating purchase program, TAD is only purchasing the chassis as the "box" can be remounted and TAD already has the specifications for the chassis. The grant is \$168k matching funds and determination should be announced by the June board meeting. The grant to purchase new power cots is basically approved since it relates directly to employee health and safety.

Payroll was up for the month due to three pay periods and a lot of overtime. Jack Langley is leaving full-time employment, and will be moving into a part-time paramedic position with TAD. Also, Marc Biggins will be coming back as a part-time paramedic.

Dan reported on a specific inter-facility transfer from Mt. San Rafael Hospital (MSRH) to a hospital in Colorado Springs for increased intraocular pressure. This decision was made contrary to the documented advice of the eye specialist in Colorado Springs simply because a patient became ill and started to vomit. TAD administration is concerned about medical necessity in regards to inter-facility transfers. Trinidad Ambulance District is a member of the American Ambulance Association which provides many member services including independent legal counsel. Independent legal counsel was sought through David Werfel on the best way to communicate the stated concerns with MSRH. It was suggested TAD write a letter to Trinidad Area Health Authority in order to absolve TAD from any potential issues/litigation that may arise and to show there is no collusion between TAD and MSRH.

Dan also reviewed the provided operations charts including:

- Requests for Service 173 (-8)
- Non-Transports 38 (+4)
 - canceled 14 (+7)
 - refusals 24 (+3)
 - Refusals are one of the greatest liabilities we have so ***all refusals are reviewed by Dr. Weber and Dan Bates.***
 - DOA 0 (-6)
 - Standbys 0 (same)
 - Standbys will increase in the Fall because of fall sports.
- Transports 135 (-10)
 - 911 100 (-1)
 - Inter-Facility Transports 33 (-13)
 - Flight Crew 2 (+2)
- Call Distribution by Shift - "A" shift took more calls – distribution seems to be fairly even
- Call Distribution by Crew – East station took one more call so overall the distribution lines seem evenly drawn.
- Calls By Fire District
 - Trinidad highest (142)
 - Cokedale lowest (2)
- Transferring Physician percentage (Drs. Waple & Gibb @ 17%)
 - fluctuates due to physician's shifts
 - suggested look at year end totals along with hospital records

Miscellaneous

Dan Moynihan asked the board if they would like to maintain the same meeting format or would they like him to preside over the meeting with Barbara Fisk calling out roll for votes. It was decided among the board members that they are comfortable with the format as it has been conducted in the past (no change).

The budget process will need to start soon. It was suggested that a Strategic Plan meeting be conducted in July. In past years it was held on a Saturday for 2-3 hours. No date was set.

Executive Session

None

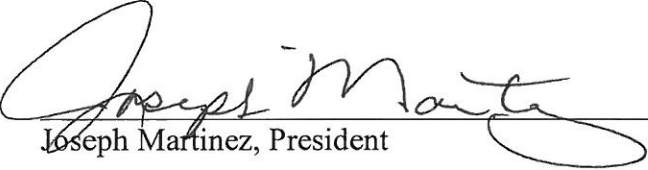
Next Meeting Date

The next meeting date was set for Thursday, June 23, 2016 at 4:30pm.

Adjournment

A motion to adjourn the meeting was made by Matt Moreno and seconded by Kathy Bueno. The motion to adjourn was carried by a unanimous vote. Meeting was adjourned at 5:33pm.

Minutes Approved by Trinidad Ambulance District Board.



Joseph Martinez, President

6-23-16
Date