

MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: November 11th, 2009

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

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

SUBJECT

DISCUSSION

Call to Order	Meeting was called to order at 4:03 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 October 21 st , 2009 board meeting were approved. Motion made by Rick Johnson and seconded by Liz Aragon to except the minutes. All yes, motion passed unanimously.
Financials	Tom Ortiz was not at this meeting due to the fact that his paper work was not complete on this date due to this meeting being held earlier in the month. Brandon Chambers went over his financials. He went over the cash basis for the month of October. He discussed the budget for ambulance and care van. There was a brief discussion on stand by's, different rates, and the process of this line item. He discussed property taxes stating we are at 97.74% and also said we have November and December to collect. He also discussed medical supplies, vehicle maintenance, and care operating expenses. He went over the profit and loss versus budget. He went on to discuss the accounts receivables for the month of October. Brandon states we are right in line year to date for 2009 and also states we are looking good. He also went over capital expenditures, construction reserve, wages, and professional services. He states the one thing that is over budget is the billing services due to the fact that they are doing such a great job. Brandon states that all major purchases are complete. Brandon asked if there were any questions on his 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 October of 2009. He went over the care van AR, ambulance AR, and accounts receivables. States there will be a big write off towards the end of December. Kelly asked why the call volume went up so much. Brandon states that historically this time of year we see spikes in the volume. There was a lengthy discussion on this topic. Jeanie

Hollon asked if there were any questions on the monthly billing report. There were none. Motion to accept the billing reports made by Liz Aragon and seconded by Rick Johnson. Motion passed unanimously.

Final Draft Review

Brandon states that they have to make the determination today on when they are going to finalize the budget in December. He states we are waiting for the assessed evaluation to come out from Las Animas County to confirm the dollar amount. There was a brief discussion on the line items. They discussed the training costs. Brandon informed the board that there will be a large increase on training costs within the next couple of months. States there has been a few classes held including an airway class which was mandatory for ALS employees, a cardiac class that was taught by an instructor, and he himself went to a state training conference. Per Brandon, there were changes to the election costs, legal fees, and construction reserve fund. He let the board know he has emailed the special district attorney, Matthew Dalton, in reference to the certification form for the Mill Levy of 2.907 with a temporary deduction of 5.52 for a collection amount of 2.355. Ambulance fees remained the same as last year. Brandon states that Dr. Weber is good on his contract as well as Tom Ortiz. On the employee side, based on our current rules their step increase is included in the number shown. The only thing left to do is a management analysis which has been done every year. Final approval needs to be done in December of 2009. Jeanie states that the board has to do a review on Brandon. There was a brief discussion on this topic. They discussed cardiac monitors, a new ambulance, and a care van vehicle. Brandon said the decision on the grant is still pending. Brandon discussed the grant in length and what it would pay for. Brandon asked if there were any comments or questions on the budget. There were none. No vote was needed.

Public Comments

None.

Other Agenda Items

Brandon states he has a few agenda items to discuss. Alex asked what the statuses on the SUV's were. Brandon states that all the QRT's has received their SUV's. All QRT's have their coats. Budget process will be finalized in December. They are working on sending out patient surveys. QRT surveys have been completed. We received a letter from the State Health Department stating our success in Las Animas County. Brandon states there are a couple of agenda items that need to be discussed in executive session. Brandon states we have one current ALS position open and one BLS full time position that will be open in December. There are also two part time EMT positions open. We currently have four applicants for part time EMT positions, 9 applicants for full time EMT positions, and 5 applicants for full time paramedic positions. Jeanie asked the status on the asbestos abatement. Brandon states that as of 1:00 p.m. today the asbestos abatement has been completed. He is currently waiting on an email with a signature form. Once the signature is in place he will contact Chris Kelley to confirm that this meets all requirements. Once this is done he will put the demolition out for bid. There was a brief discussion on the demolition of

the buildings and the property itself. Brandon asked if there were any questions regarding his agenda items. There were none at this time.

Executive Session

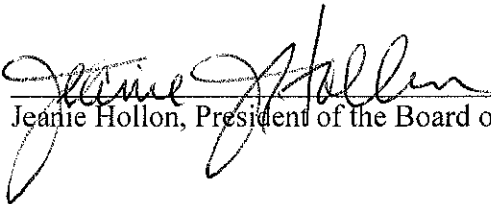
Jeanie Hollon states the next meeting will be December 9th, 2009 at 4:00 p.m. at the Trinidad Ambulance District office. The agenda will remain the same with the exception that the Final Budget Approval be added. Dodge Shelby cited C.R.S. 24-6-402 subsection 1, 2, & 4 regarding legal advice, contract 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. Alex Abeyta made the motion to go into executive session. Rick Johnson seconded the motion. All yes, motion passed unanimously. Board went into executive session at 4:55 p.m.

Regular Session

Board came out of executive session at 5:32 p.m. Alex Abeyta made the motion to adjourn. Rick Johnson seconded the motion. All yes.

The minutes for November 11th, 2009 were respectfully submitted by April Martinez on December 9th, 2009.

Minutes Approved by Trinidad Ambulance District Board.



Jeanie Hollon, President of the Board of Directors

12/9/09

Date