

MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: October 24th, 2012

Present: Rick Johnson, Kelly Smith, Colleen Williams, Joseph Martinez, & Rob Bukovac

Other Guests: Brandon Chambers, TAD Executive Director
Robert Land, Attorney
Kevin Weber, Medical Director
Tom Ortiz, Accountant

<u>SUBJECT</u>	<u>DISCUSSION</u>
Call to Order	Meeting was called to order at 4:00 pm by Rick Johnson. There were no questions at this time.
Roll Call/Proof of Quorum	There was a quorum. Rick Johnson took roll call and states all 5 board members were present which includes Robert Bukovac, Joseph Martinez, Kelly Smith, Colleen Williams, and himself.
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 the September 12 th , 2012 regular board meeting were approved by all board members present. Motion made by Joseph Martinez and seconded by Robert Bukovac. Motion passed to approve minutes.
Public Comments	Public in attendance is Greg Williams, David Detray, and Mary Beth Bond. Greg Williams addressed the board with some concerns he has. He states he has been a paramedic at Trinidad Ambulance District since April of 2008. He says that some personnel here have been making decisions above their pay grade and their doing it with impunity and in his opinion their doing it with total disregard for Trinidad Ambulance District, patients, and the community we serve. Greg states that a crew took themselves out of service so they could conduct non ambulance business leaving the community exposed. He states they got away with it due to there were no calls at the time. He states the crew felt empowered to do this and he finds it so abhorrent and he could not sit by and not let the board know what is happening here. Rick Johnson thanked Greg for coming to the board and appreciates his concerns. Rick asked Greg if he brought it to management in which he states yes but he feels that these types of issues are not being dealt with appropriately.

David Detray addressed the board with his concerns. Dave is an EMT Intermediate and has been employed here at Trinidad Ambulance District for five years. He first thanked the board for giving him this opportunity to be able to come to them. Dave states that most of the employees and himself fear what will happen to them if they say something wrong. He addressed the following issues. They have been hearing rumors of the termination of their manager Brandon Chambers. Dave states he asked Brandon himself but got no answer. Dave states it is all over town and in Pueblo that he has resigned. The employees are upset about the sexual harassment case at Trinidad Ambulance District and lawsuits with an employee. He can't understand why these employees have not been suspended while this is ongoing. Morale, pride, no supervision, lack of integrity amongst leadership and employees are at an all-time low. Dave states he is usually a happy person but recently he has had the "Why give a shit" attitude and he doesn't like it. He feels it is not only affecting the work environment but also patient care. Dave states that it is his understanding that when an employee receives further education to advance themselves that there pay would be adjusted and this has not occurred. Dave states this is all his concerns and once again thanked the board for allowing him to address his issues. Rick Johnson thanked Dave for coming forward and told Dave that if his attitude was that bad he wouldn't be here. It reflects that you care about the organization. Rick states that the organization has a stellar reputation and they want to keep that reputation. Joe Martinez and Colleen Williams also thanked Dave for coming forward and being honest.

Rick Johnson states that if there is a change in leadership, be assured the board will do it in an orderly fashion clearly communicated to all employees and if they are in a position to place new leadership it will be the best possible person that they can find to bring to Trinidad. Rob Bukovac commented stating that any kind of retaliation will not be tolerated. If any employee feels they will be retaliated against for coming forward at any time it will not happen.

Mary Beth Bond states she is a paramedic and was not aware of any problems until now. She states she just took six days off and now feels wonderful and suggested the employees try to get away from it all once in a while. Kelly Smith asked if they thought the new work schedule is contributing to the extra stress. Dave Detray states that it is not a problem and that he just returned to work after being gone for five days but has to come back to the same issues. Mary Beth states that these complaints are amongst the employees and not a board issue. Colleen and Joseph both explained to Mary Beth that they want to know what is going on and not to hide anything. Colleen Williams asked Mary Beth how she feels about not having a supervisor. Mary Beth states it can go either way. It's nice when there is someone to stock their drugs when needed. The board thanked Mary Beth for coming forward.

Accountant Financials

Tom Ortiz now presented his financials to the board. Information discussed for the quarter were total assets, total receivables, bank totals, depreciation,

accounts payable, net income, property taxes, and the current budget. Also discussed were the wages for the year, expenditures for the month, bad debt write offs, total collections year to date, overpayment refunds, budget for the year, and year to date profit. Mr. Ortiz presented a comparison report to the board to show the line items in detail. There was a lengthy discussion regarding the report. Rick Johnson asked if there were any questions on the financials report. There were none. Rick Johnson asked if there was a motion to accept the financials. Colleen Williams made the motion to accept the financials. Robert Bukovac seconded the motion. All yes.

Director's Financials

Financials

Brandon went over the cash financials for September, 2012. Discussed were the accounts receivables year to date, total collections, cash on hand, and profit and loss. Also discussed were taxes, carevan, office supplies, vehicle maintenance, wages, medical supplies, gross profit for the month, and the budget year to date which is under budget. Brandon states that two line items are over budget which is office repairs and supplies. Brandon asked if there were any questions. There were none.

Billing Reports

Reviewed were the billing reports for the month of September, 2012. Brandon states that collections were down this month. Robert Bukovac states that there was a change in the fiscal intermediary and this will have an effect in collections. The prospected time length will be about forty-five to sixty days that we can finally start seeing money come in. There was a lengthy discussion regarding this issue. Brandon states he has talked to Andrea with EMA Consultants and that everything has been billed and calls are being made. Brandon discussed the total billable charges, total amount received, write offs, collections from Medicare, Medicaid, insurance companies, private pay, and the ending balance report for the end of the month. Rick Johnson asked if there were any questions on the billing report. There were no questions at this time. Rick Johnson asked if there was a motion to accept the billing report. Joseph Martinez made the motion to accept the financials. Rob Bukovac seconded the motion. All yes.

Director's General Report Brandon gave a copy of a letter from Medicare that was just discussed in the Billing Report.

Brandon informed the board that NV Creative Designs has finished the sign and has been installed.

Brandon informed the board that plastic snow stops will be installed in the next day or so.

Brandon states that the EMT class is full. Brandon said the staff approached him and asked if he would consider contracting out to the fire protection

districts also. There was a lengthy discussion regarding this topic. The board thought it would be a good idea and said to move forward with this idea as long as there is room in the class.

Brandon thanked Dr. Kevin Weber for attending tonight's meeting. Brandon informed the board that Dr. Weber with Southern Colorado Emergency Specialists has requested his rate be increased. Dr. Weber states his rate is currently \$1200 and would like it increased to \$1500. The board let Dr. Weber know they will be discuss this at the budget hearing and will inform him of the action taken.

Brandon gave a copy of a letter from Nancy Palmer in reference to the accountant position. The board discussed the letter in length. There were a couple of issues that are of concern and Mr. Land states that he does not feel comfortable in signing a contract with these issues as stated. The board agreed that Nancy should have professional liability insurance. The board also agreed to have Mr. Land discuss the letter with Mrs. Palmer and then meet with the committee. Brandon informed the board that he and Nancy have been working on the chart of accounts. The board all agreed to terminate Mr. Tom Ortiz as the accountant for Trinidad Ambulance District.

Brandon gave a copy of his calendar for the month of September to the board.

Brandon discussed the Call Volume report for the month of September. He discussed the Call Distribution and Patient Destination Report. He briefly went through each report.

Brandon gave a copy of the draft budget to all board members. Brandon states that there needs to be a budget hearing at the next board meeting per Grimshaw & Haring. The next meeting date was discussed and mentioned below. There was a brief discussion on some line items. There was also a discussion regarding roll overs and Tabor issues. Brandon states he will talk to Grimshaw & Haring regarding these issues.

Executive Session

Rick Johnson asked if there was a motion to adjourn the regular meeting and go into executive session. Joseph Martinez made the motion to adjourn the regular session and go into executive session for C.R.S. 24-6-402 subsection 4b and 4e for legal advice. Robert Bukovac seconded the motion. All yes. Board went into executive session at 5:15 p.m. Mr. Land states in his opinion, the following is for legal advice and the executive session should not be recorded.

Next Meeting Date

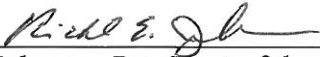
Board came out of executive session at 6:14 p.m. Rick Johnson states that the next Regular Board meeting will be on Wednesday, November 28th, 2012 at Trinidad Ambulance District office at 939 Robinson Ave. at 4:30p.m.


Adjournment

Rick Johnson asked if there was a motion to adjourn. Colleen Williams made the motion to adjourn. Kelly Smith seconded the motion. All yes. Meeting was adjourned at 6:16 p.m.

The minutes for October 24th, 2012 were respectfully submitted by April Martinez on November 6th, 2012.

Minutes Approved by Trinidad Ambulance District Board.


Rick Johnson, President of the Board of Directors


Date