

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

DATE: September 27, 2017

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

*Other Guests:* Dan Moynihan, EMS Chief  
Gabriel Moreno, Captain  
Barbara Fisk, Executive Assistant  
Thomas Murphy  
Audra Garrett, City of Trinidad Asst. City Manager  
Cheryl Navarette, City of Trinidad Financial Director  
Rita Mantelli, City of Trinidad Dispatch  
Chief Charles Glorioso, City of Trinidad Police Department  
Chief Tim Howard, City of Trinidad Fire Department

**SUBJECT**

**DISCUSSION**

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| Call to Order/Pledge       | Meeting was called to order at 4:29pm by Kathy Bueno followed by the recitation of the of Allegiance Pledge.   |
| Roll Call/Proof of Quorum  | There was a quorum with Kathy Bueno, Derek Navarette, Matthew Moreno, George Dasko and Joseph Martinez in attendance.  |
| 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 August 23, 2017 regular meeting minutes as presented was made by Joseph Martinez and seconded by Derek Navarette. The motion was approved unanimously.   |
| Public Comments            | None   |
| Financial / Billing Report | Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for August 2017 along with the following written statement, "the financials for Trinidad Ambulance District appear consistent with the normal month to month income and expenditures. I have nothing out of the ordinary to report on any of the financial information used to derive August 2017 financials for Trinidad Ambulance District. I will be receiving the final audit adjustments for the 2016 audit within the next day or so, and I will be able to have these entries reflective on September 2017 financials." |

Dan Moynihan reported on the positive action being taken to resolve the Medicaid non-billing issue. Medicaid admitted to program errors on their end listing TAD as an air ambulance and non-emergent medical transport. CareVan trips have been paid as it is considered non-emergent transportation. TAD has been incorporated into a special project to expediently remedy the error along with several other emergency medical institutions. It is hoped the situation will be corrected within the next couple of days. There is no timeline for when Medicaid payments (approximately \$100,000) for previously billed trips will be received. Payments will be retroactive.

Overall, billing and collections look good except for Medicaid. Commercial Income reflects private pay income due to the American Health Care Act requiring people acquire insurance through exchanges wherein payments received look like they are from commercial insurance companies.

Dan also commented on the payroll information on the financial report. The first pay period in September was September 1<sup>st</sup> but money was allocated in August so is reflected on the August 2017 report.

Motion to approve the August 2017 financial report as presented was made by Matt Moreno and seconded by Derek Navarette. The motion was approved unanimously.

#### 918 Preliminary Budget Review

Property taxes have been projected to be \$917,622. George Dasko was concerned about the amount of money set aside for attorney fees (\$30,000). Dan Moynihan explained that 2018 will include a Board of Director election which will incur fees. He included additional funds to cover the expense of a potential mill-levy initiative on the ballot should the Board decide to proceed in that direction. Joseph Martinez wanted to know why the East Station rental expense was projected to increase from \$5,000 to \$10,000. Dan noted that the 2017 actual budget is not yet finalized but asked that board members look back to the 2016 actual/year end budget that reflects rental payments in the amount of \$9,935.

Dan reminded the board that this is simply a preliminary budget. Bernadette Cappellucci with Century Financial is still researching different aspects of which will be revamped for a final presentation.

#### Director's Report

Dan Moynihan reported on the passing of the Comprehensive Operations, Sustainability, and Transportation Act of 2017 (H.R. 3729) in the House of Representatives Committee. The Bill would extend Medicare ambulance add-on payments (2% urban, 3% rural and 17% super-rural) for five years. TAD falls under and currently receives the 17% super-rural add-on benefit. He reminded all present that ambulance services are currently considered a transportation service. It is hoped that this status will eventually be changed to a medical service and billing amounts changed to reflect the same.

Gabe Moreno attended the Ambulance Service Management Program (ASM) in San Antonio, Texas for a week. He will be attending the second week of training in November. In the meantime, he has homework assignments and a group project

which may be presented to the American Ambulance Association for implementation consideration.

#### Operations Report

Gabriel Moreno reviewed the reports presented in the board packet. For the month of August there were 188 requests for service resulting in 144 transports. He noted Dr. J. Case as the physician accumulating the most transfer requests for the month (27%).

Dan clarified that TAD's service plan is to cover 911 calls not to transfer patients from MSRHH to another facility. There have been a few instances where MSRHH will request a transfer and 20 minutes after that crew has left with the patient MSRHH will call for a second transfer. Under this type of circumstance, TAD cannot allow another ambulance and crew to leave the area uncovered for emergency situations. The board voiced understanding and support of this operating procedure.

#### Payment Plan for New Ambulance Purchase (CDPHE Grant)

The board was provided a quote from Excellance for the purchase of a 2018 ambulance. Colorado Department of Public Health and Environments has granted TAD \$83,459.97 for said purchase. Grand closure is June 20, 2018. Excellance requires payment upfront and guarantees 100% refund if the ambulance is not delivered in time for the grant to be realized. Dan Moynihan asked for the board's approval to pre-pay for the purchase.

Joseph Martinez made a motion to pay \$241,227.48 to Excellance in the year 2017 knowing that delivery of the ambulance will not be until 2018. Matt Moreno seconded the motion. The motion was approved unanimously.

#### Stericycle Lawsuit

The Webster Law Firm contacted TAD as a Stericycle customer inquiring if TAD was interested in their representation in a class action lawsuit of which they are not a part. They desire to represent TAD as an individual plaintiff on a full contingent fee basis. The board was presented with a copy of the notification along with a vendor report showing billing/payment information from March 2006 through August 2017. Dan asked if the board wanted to pursue legal action against Stericycle.

Joseph Martinez made a motion to take action against Stericycle and enter into an agreement with The Webster Law Firm. Dan Moynihan will negotiate the best possible contingency fee for the district. George Dasko seconded the motion. The motion was approved unanimously.

#### City of Trinidad Dispatch Funding

Audra Garrett, Assistant City Manager and Cheryl Navarette, City Financial Director presented the City of Trinidad 2018 draft budget reflecting Dispatch Expenditures including proposed allocation percentages, a bill to Las Animas County for December 2016 Operating Expenses Public Safety Facility and Dispatch 4<sup>th</sup> Quarter Costs to the Board of Directors. Mrs. Garrett proposed allocations of 25% from TAD, 25% from Las Animas County and 50% from the

City of Trinidad to cover annual dispatch expenditures. She stated the E911 Board currently provides \$100,000 and Las Animas County pays 40% annually to the dispatch facility budget. She voiced her concern regarding future county funding. She emphasized the City does not over staff the dispatch facility which provides 24 hour/7 day a week services: there are currently are total of seven (7) employees.

It was decided that board would study the information provided and enter into an Executive Session during the October 25<sup>th</sup> board meeting to discuss the proposal.

Miscellaneous

Derek Navarette stated that he is trying to set up a meeting with Ms. Griego and Dan Moynihan to further discuss the potential Prator Range acquisition. Dan Moynihan volunteered to make arrangements for a meeting.

Executive Session

N/A

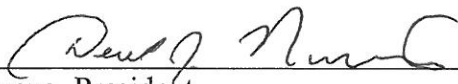
Next Meeting Date

The next Regular Meeting and Budget Hearing date was set for **Wednesday, October 25, 2017** at 4:30pm.

Adjournment

A motion to adjourn the meeting was made by Matt Moreno and seconded by Joseph Martinez. The motion was approved unanimously. The regular meeting was adjourned at 5:23pm

Minutes Approved by Trinidad Ambulance District Board.

  
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Kathy Bueno, President

10 / 25 / 17  
Date