

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

DATE: January 24, 2018

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

Other Guests: Dan Moynihan, EMS Chief
Gabriel Moreno, Captain
Barbara Fisk, Executive Assistant
Dr. Kevin Weber, Medical Director
Thomas Murphy

SUBJECT

DISCUSSION

Call to Order/Pledge	Meeting was called to order at 4:52pm 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. An error was made on the public notice stating a meeting start time of 5:00 compared to the agenda which stated 4:30. The error was noted early in the day and board members were notified.
Approval of Minutes	Motion to approve the December 6, 2017 regular meeting minutes as presented was made by Joseph Martinez and seconded by Matthew Moreno. The motion was approved unanimously.
Public Comments	Dr. Kevin Weber stated that he had been reviewing TAD trip documentation all day and noted that everything looks good and within the required guidelines.
Financial / Billing Report	Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for November and December 2017 along with the following written statement, "the financials for Trinidad Ambulance District appear consistent with the normal month to month income and expenditures. As you review the profit and loss previous year comparison report for the month ending December 31, 2017; the expenses still remain considerably lower than that of the previous year. I also noticed that the billing was significantly lower in December and after further research, I concluded that this is due to the Medicare extenders having expired, and this will be explained in further detail by Dan (Moynihan) during the billing report."

Dan reiterated the accounts receivable comparison that Bernadette had noted on her cover letter. He explained that the lack of a finalized federal budget left the super rural extenders/bonus (22% add-on to our Medicare allowances) for Medicare expired. Enhanced Management Systems (QuickMed Claims Services) chose not to bill those trips until either the budget is finalized or a resolution including the extenders is formalized thus allowing for higher returns to TAD. American Ambulance Association and National Association of EMTs are lobbying heavily and expect the extenders/bonus to be retroactive.

Dan also reminded the board that TAD refrains from billing Medicare until February 15th which allows more time for patient deductibles/co-pays to be met.

Income is up and expenses are down.

Motion to approve the November and December, 2017 financial reports as presented was made by Joseph Martinez and seconded by George Dasko. The motion was approved unanimously.

Director's Report

Dan Moynihan sent a letter to Mr. Greg Sund, City Manager for the City of Trinidad on December 20, 2017 regarding the City's request for dispatch funding from TAD. The letter was read in open meeting. A copy of that letter is included with these minutes. To date no response has been received from the City.

Dan also sent a letter of gratitude to Senator Leroy Garcia for his help in resolving the 2017 Colorado Medicaid non-payment issue. The letter was read in open meeting. A copy of that letter is included with these minutes.

Dan will be signing a Memorandum of Understanding between TAD and Trinidad State Junior College. TAD will provide EMS instruction through TSJC. In return, TAD employees will be allowed to take job specific/relevant classes free of cost.

TAD recently provided EMT course instruction for TSJC. Six students from that class have taken the national registry exam and all six students passed. Joseph Martinez asked who taught the class. Dan replied that Deputy Chief Andrea Brody was the instructor. Mr. Martinez asked who was going to be teaching the upcoming EMT class for TSJC. Dan explained that Deputy Chief Brody had told TSJC that she would not be available as instructor for the upcoming class as she is working on putting together a Bridge Program with Pueblo Community College for EMTs to bridge to Paramedics.

Pueblo Community College (PCC) is conducting their last EMT Intermediate course as EMT Intermediate testing through the National Registry will end in 2020. Deputy Chief Brody is currently working with PCC to provide instruction for an EMT-Paramedic Bridge Program at TAD's facility. Academically, it will be advantageous to work through PCC, who is already accredited, has agreements with AMR and hospitals in their area.

The ultimate goal is for TAD to provide instruction through TSJC in Trinidad but TSJC is facing Department of Education delays in getting course accreditation for new programs. They plan on acquiring accreditation for the EMT-Paramedic and Paramedic programs. Deputy Chief Brody is involved with helping in that process. Once in place at TAD, this course will alleviate the need for students to travel to Denver for instruction and become a financial asset to TSJC.

TSJC continues to have interest in the Public Safety Training Center. Keith Gibson has most of the Post-Academy put together. City of Trinidad Police Department now has more personnel with training credentials.

On January 16, 2018 Dan Moynihan and Gabriel Moreno attended the Las Animas County Commissioner's board meeting to answer any questions regarding TAD's license application for 2018. Comments were made by commissioners that TAD is a shining star in the community. They would like quarterly reports from TAD in order to share information with the public. Also discussed was the annual ambulance inspection process and the fact that the forms used by the Las Animas County Health Department should be updated to be more applicable to current standards. The county was open to considering a two year licensure period instead of an annual one.

City of Trinidad Police Department contacted TAD to provide their 1st Aid and CPR instruction which we will provide.

The chassis for the new ambulance is scheduled to be delivered to Excellance in April for final vehicle delivery in June.

Dan presented the Final 2018 Budget for review. \$35,000 was removed for the purchase of a new CareVan and distributed to the line item for the purchase of a snow vehicle (\$45,000) which would enable responders more access to rural areas during inclement weather. The conversation then covered the merits of a vehicle with tracks versus without. The board agrees to the purchase of some type of vehicle to help crews reach patients during inclement weather but would like more information regarding different options prior to purchase.

JATAC was involved with a training event at the Trinidad Middle School on January 20, 2018. Other entities in attendance were the Las Animas County Sheriff's Department, City of Trinidad Police Department, Fishers Peak Fire Protection District, Quick Response Teams and EMR students. Margaret Maria provided her services as a moulage artist. The next training event is scheduled for 5:00pm, February 21, 2018 at the old Coca Cola building. Dan noted that all agencies are benefitting from the pro-active training.

TAD plans on applying for several different grant options in 2018. Dan and Gabe would like to apply for the RETAC grant to purchase vehicle radios to include the, not yet acquired, new ambulance. Applications will be submitted to the state for the following equipment: portable radios (warranties on current radios expire in 2020), Lucas Device(s), Rescue Pods and a SimChild.

The board was in unanimous agreement with the purchases as long as costs do not exceed funds already in the Final 2018 Budget. George Dasko commented that no major dollar amounts should be manipulated in the budget without consent from the board.

Dan also discussed his plan for purchasing one more ambulance (box) in 2019 giving the district four new vehicles. After that he would like to purchase a “sprinter” vehicle for inter-facility transfers thus eliminating high mileage on the ambulances. To date, there have been 35 inter-facility transfers for the month of January alone most of which have been to Colorado Springs or Denver.

Operations Report

Gabe Moreno discussed the Operations Reports provided in the board packet. He specifically noted the following:

Requests for Service:	November 2017 = 185; December 2017 = 186
Total Transports:	November 2017 = 145; December 2017 = 149
Inter-Facility Transfers:	November 2017 = 32; December 2017 = 39
Physician w/Most Transfers:	Nov. & Dec. 2017 = Dr. Eckler

2017 Total

Requests for Service:	2,192
Total Transports:	1,714
Inter-Facility Transfers:	429
On-Call Activation:	19
Calls By Shift:	A-742, B-734, C-725
Calls By Station:	West-1,098, East-1,082, On-Call-19

He noted that one quarter of all transports in 2017 were inter-facility transfers. Gabe commended the crews for the speed of their response times. He mentioned that crews listen to the scanner and are able to start heading in the direction of a potential call before they are even dispatched.

City of Trinidad dispatch has completed moved operations to the new PD facility in the old Rice School Building.

Vehicle Purchase Approval

This topic was covered during Dan Moynihan’s Director Report. *(The board agrees to the purchase of some type of vehicle to help crews reach patients during inclement weather but would like more information regarding different options prior to purchase.)*

Miscellaneous

Joseph Martinez inquired about the Command Vehicle line item (\$80,000) in the Final 2018 Budget. Dan reported that his vehicle currently has 130,000+ miles on it and the line item was to cover the potential necessity of a new vehicle. Just replaced brakes, ball joint and metal filings were found in the rear axle. George Dasko clarified that the line item is there in case we need to replace a vehicle.

Executive Session

Prior to executive session, Tom Murphy inquired if there would be any topics requiring a vote after the executive session. He didn't know if he should take down his equipment and leave or stay to cover the remainder of the board meeting. He was assured that any issue requiring a vote would be postponed until the next regularly scheduled board meeting on February 28, 2018.

Joseph Martinez made a motion to adjourn the regular meeting in order to enter into Executive Session per §24-6-402(4)(g) C.R.S. for the consideration of any documents protected by the mandatory nondisclosure provisions of the Open Records Act. The document to be reviewed was provided to the board members from Doddridge Shelby, the district's legal counsel. Matthew Moreno seconded the motion which the board unanimously supported. The board retired into Executive Session at 5:38pm.

Regular Meeting

The regular board meeting resumed at 6:16pm. Kathy Bueno noted that no action was taken and no motions prompted voting on any topic.

Next Meeting Date

The next Regular Meeting date was set for Wednesday, February 28, 2018 at 4:30pm.

Adjournment

A motion to adjourn the regular meeting of the Board of Directors was made by Joseph Martinez and seconded by George Dasko. The motion was approved unanimously. The regular meeting was adjourned at 6:17pm

Minutes Approved by Trinidad Ambulance District Board of Directors.


Katherine Bueno, President

2/28/18
Date

