

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

DATE: November 19, 2008

Present: Alex Abeyta, Liz Aragon, Jeanie Hollon, Kelly Smith

Other Guests: Brandon Chambers, TAD Executive Director  
Dodge Shelby, Attorney  
Jason Palmer, TAD Operations Manager  
Dominic Verquer, TAD QRT Coordinator

**SUBJECT**

**DISCUSSION**

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Call to Order	Meeting was called to order at 4:07 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. (Jeannie Hollon stated that there were four board members present and Rick Johnson will not be present at this meeting.)
Budget Hearing	<p>Brandon states that the county has projected \$691,540,840.00 for the 2009 mill levy. This was submitted out on August 25th, 2008. Discussion: The County will release the assessed amount for 2.5 million on December 10, 2008. Discussion: Motion to do away with the temporary deduction and authorize Brandon to up the mil from 2.5 to 2.767 will be made at a later date depending on the result of increased/decreased numbers which will be known on December 10th, 2008. Motion to accept the budget was made by Alex Abeyta and seconded by Kelly Smith, motion unanimous. Lengthy discussion as follows: COMES NOW, the Secretary of the Trinidad Ambulance District, and certifies that at a meeting of the Board of Directors of the District, held at 4:00 p.m. on Wednesday, the 19th day of November, 2008, at the Administrative Offices of the District, 2309 East Main Street, Suite A, Trinidad, Colorado, the following Resolution was adopted by the affirmative vote of a majority of the Board of Directors, to-wit:</p> <p>A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING A BUDGET, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2009 TO HELP DEFRAY THE COSTS OF GOVERNMENT, AND APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE TRINIDAD AMBULANCE DISTRICT, LAS ANIMAS COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2009, AND ENDING ON THE LAST DAY OF DECEMBER, 2009.</p>

WHEREAS, the Board of Directors of the Trinidad Ambulance District has authorized its consultants to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget has been submitted to the Board of Directors of the District for its consideration; and WHEREAS, upon due and proper notice, published in accordance with the law, said proposed budget was available for inspection by the public at a designated public office, a public hearing was held on November 19, 2008, and interested electors were given the opportunity to file or register any objections to said proposed budget; and WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law; and NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TRINIDAD AMBULANCE DISTRICT OF LAS ANIMAS COUNTY, COLORADO: Section 1. 2009 Budget Revenues. That the estimated revenues for each fund as more specifically set out in the budget attached hereto are accepted and approved. Section 2. 2009 Budget Expenditures. That the estimated expenditures for each fund as more specifically set out in the budget attached hereto are accepted and approved. Section 3. Adoption of Budget for 2009. That the budget as submitted, and attached hereto and incorporated herein by this reference, and if amended, then as amended, is hereby approved and adopted as the budget of the Trinidad Ambulance District for calendar year 2009. Section 4. 2009 Levy of General Property Taxes. That the foregoing budget indicates that the amount of money necessary to balance the budget for the General Fund for operating expenses is 1,870,550; the amount of a temporary tax credit or rate reduction is \$180,497; the amount necessary for the purposes of recoupment of the abatement of taxes is \$-0-; the amount necessary to balance the budget for the Debt Service Fund for retirement of debt, bonds and interest thereon is \$-0-; the amount necessary for payment of any contractual obligation approved by a majority of the qualified electors of the District is \$-0-; and the amount necessary for payment of any capital expenditures is -0-, for a total of \$1,690,053. That the 2008 valuation for assessment, as certified by the office of the Assessor of the County of Las Animas, is \$676,021,000. A. Levy for General Fund. That for the purposes of meeting all general operating expense of the District during the 2009 budget year, there is hereby levied a tax of 2.767 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2008. B. Levy for Debt Service Fund. That for the purposes of meeting all debt retirement expense of the District during the 2009 budget year, as the funding requirements of the current outstanding general obligation indebtedness is detailed in the following "Certification of Tax Levies," there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation for assessment of all taxable property within the District for the year 2008. C. Levy for Abatement. That for the purposes of recoupment of the abatement of taxes pursuant to Section 39-10-114(1)(a)(I)(B), C.R.S., there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the

boundaries of the District for the year 2008. D. Temporary Tax Credit or Rate Reduction. That pursuant to Section 39-1-111.5, C.R.S. for the purposes of effect of a refund for the purposes set forth in Section 20 of Article X of the Colorado Constitution, there is hereby certified a temporary property tax credit or temporary mill levy rate reduction of <0.267> mills upon each dollar of the total valuation of assessment of all taxable property within the boundaries of the District for the year 2008. E. Levy for Capital Expenditures. That for the purposes of meeting all capital expenditures pursuant to Section 29-1-301(1.2) or 29-302(1.5), C.R.S., there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the boundaries of the District for the year 2008. F. Levy for Contractual Obligations. That for the purposes of meeting the contractual obligation expense of the District during the 2009 budget year, as detailed in the following "Certification of Tax Levies," there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation for assessment of all taxable property within the District for the year 2008. Section 5. Designation of Ending Fund Balances as Reserves. That pursuant to Const. Colo. Article X, Section 20, the December 31, 2009 ending fund balance to the General Fund, the exact amount to be determined as part of the audit of the December 31, 2009 financial statements, is designated as a general reserve for future contingencies. Section 6. Property Tax and Fiscal Year Spending Limits. That, being fully informed, the Board finds that the foregoing budget and mill levies do not result in a violation of any applicable property tax or fiscal year spending limitation. Section 7. Certification. The Secretary of the District is hereby authorized and directed to certify by December 15, 2008, to the Board of County Commissioners of Las Animas County, Colorado, the mill levies for the District herein above determined and set. That said certification shall be in substantially the form set out and attached hereto and incorporated herein by this reference. Section 8. Appropriations. That the amounts set forth as expenditures and balances remaining, as specifically allocated in the budget attached hereto, are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated and no other. The foregoing is a true and accurate copy of the action taken by the governing body of the Trinidad Ambulance District.

#### Approval of Minutes

Minutes for October 29, 2008 board meeting were approved. Motion made by Liz Aragon and seconded by Alex Abeyta. All yes, motion passed unanimously.

#### Financials

Tom Ortiz presented the financials from October 2008 to current date. The financials discussed are in your board packets. Discussion: Budget transfer of \$457,000 was approved. \$230,000 was to cover purchases and capital expenditures. A large profit result of \$1,649,722.64 is now showing. This includes cash operating expenses of \$ 1,195,878.27. The reason for the difference is \$410,000 of capital expenses and \$42,000 lease comes out on a

cash bases reducing your cash balances. Cash revenue is \$2,427,229.46 of receivables and an increase in \$382,622 giving us a total income of \$2,809,892.05. Cash expenditures are \$1,555,473.78. The depreciation does not take into consideration the cash got back \$58,000 the capital expenditures which reduces your cash lay out \$41,991.96 and your lease payment. The total expenses that have incurred are \$1,160,969.41. These all tie out to the bank statements. As far as the revenues are concerned you collected \$397,261.05 more revenue than what was anticipated for 2008 which is a good thing, you always want more money. The expenditures are going to fall right in line; so far this is a 10 month operation with 2 months to go and should pay everything on time and in full. According to balance sheet there are no liabilities and no balances. Everything is paid in full. Cash balance of all receivables yet to be received is \$1,588,895.56. You'll find that each of the balances coming down on the Current Assets amount equals the bank statement given to you by Brandon w/the exception of the operating account due to deposits in transit and outstanding checks. The bank statement should be \$917,488.49, the reserve account should be \$54,427.88, and the money market is \$102,269.55. per Brandon Chambers the cash basis for October is \$69,661.33, the ambulance accounts receivable is \$17734.74, and the carevan accounts receivable is \$24,871.36. The total AR is \$121,042.01. Medical supplies were around \$8000.00 and vehicle maintenance was \$23,000 which was mostly due to fuel cost. Discussion: This coming year they should see a drop in the fuel price. Discussion: Brandon states he anticipates seeing a significant drop in this cost. Total Month Operation is 32,476.15 but of course there is the \$24,965.80 for Capital Expenditures. Total General Operating Fund is \$257,604.00 and wages of \$73,061.39. All numbers are based on \$23,250.87 which includes Professional Services of billing service, medical advisor, legal counsel, accountant, board of directors, and insurance. Total Net Effect of Income for this month is \$386,000.00 wit a net loss of \$265,357.07 for the month which is a result of capital purchases for year to date as of the end of October. Total AR collected is 101.5% based on what we budgeted thru November. Carevan is at 130.5%, AR is 104.7%, and Total AR based on what was budgeted is at 106.4% resulting is being 6.4% over. We are still slightly over on medical supplies by 103.4% due to medical equipment contracts that were not in the budget. Maintenance is at 97.8%. Discussion: This percentage is based thru October. The year to date budget will go up every month which will project to be a good number. Discussion: Total spent is \$106,999.96 and were at \$87,000 on a total year basis, communications is at 41.6%, total ambulance operation is 92.3% of what was budgeted or \$152,123.23 of a potential \$164,833.30. Discussion: Brandon went on to discuss line items including bank charge, is 181% which is extremely high due to automatic payroll deposits, computer expenses is \$10,135.82. Total budgeted was \$10,000 which resulted in a \$135 overpayment. Overpayment refunds was also high, this is due to a patient having multiple insurances and in turn pay on the account resulting in an overpayment. Wages of \$695,114.27 was paid of a potential \$943,267.00. Overtime resulted in being \$30,000 over due to short staff or employees having

to take their vacations requiring the shifts to be filled. Total expenditures for the year are \$1,522,556.88 and what was budgeted was \$2,010,327.34. We are at 75.7% of what was budgeted. We are under budget! Motion to accept the financials made by Liz Aragon and seconded by Alex Abeyta. Motion passed unanimously.

#### Billing Reports

Transports were \$179,904 making October one of the busiest months. Accounts receivable for ambulance was \$ 687,622.14 bringing the total AR to \$687,650.13. Carevan was \$21,960.00 for total charges for the month of October. Total for the year is \$197,702 leaving \$10,169.26 in outstanding AR. Discussion: Kelly states that the amount of \$687,000 will go into bad debt and Brandon states that about \$300,000 will go into bad debt. His personal opinion on this is that this will drop slightly next year based on the economical status. Kelly asked what kind of deductions we are expecting from Medicare next year. Brandon states that the American Ambulance Association was putting forth paperwork to the feds in reference to CMS changes for a 6% increase but until then we should stay at around 30% to 31%. Motion to accept the billing reports was made by Alex Abeyta and seconded by Liz Aragon. Motion passed unanimously.

#### Public Comments

None.

#### Other Agenda Items

Brandon discussed the certificate of achievement from Workman's Comp. He states that we have a couple of outstanding work comp. issues that he is currently working on. Discussion: Currently there is an initiative under way that is coming as a support of governor driven bill with the State of Colorado which is a bill that is an increase in EMTS dollars and should be going to the state shortly. Currently the State Health Dept. functions on \$1 on each motor vehicle restoration which generates about \$5 million for the state. Of that \$5 million 1.5 million goes to re-tax, 1.5 million goes to grants, and 1.5 million went to the operation of the State Health Dept. This was set in place in 1989 and now they are going back with the shortest amendment to a bill at the state level. This is a Highway User Traffic Funding (HUTF) and what it will create an extra \$1 which will go from \$5 million to \$10 million. Their going to use about 10% of the \$5 million to go into operational costs and the other 90% goes directly to rural and stream frontier communities. Brandon also discussed the article in The November 6<sup>th</sup>, 2008 Chronicle News stating that Mt. San Rafael Hospital is a Level 4 Trauma Center in the State. Jeanie Hollon brought up the next meeting date which is December 10<sup>th</sup>, 2008 at 4:00pm. Motion to accept the agenda items was made by Liz Aragon and seconded by Alex Abeyta. Motion passed unanimously

#### Executive Session

Jeanie Hollon asked if there was a motion to go into executive session. Liz Aragon made the motion to go into executive session and cited C.R.S. 24-6-

402 subsection 4, particularly with regard to subsection E, which is consultation for seeking legal advice from attorney on specific legal questions, contract matters, and personnel issues. Also, need to discuss the potential real estate purchase on Sub Section B. Alex Abeyta seconded the motion. Roll call taken. All yes, motion passed unanimously. Board went into executive session at 5:33pm.

Regular Session

Board came out of executive session at 6:16pm. Motion made by Alex Abeyta to adjourn and seconded by Liz Aragon. All yes.

Minutes for Nov. 19th, 2008 respectfully submitted by April Martinez, Dec. 4th, 2008.

Minutes Approved by Trinidad Ambulance District Board.

  
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Jeanie Hollon, President of the Board of Directors

11/19/2008  
Date