

**REGULAR MEETING OF THE TRINIDAD AMBULANCE**  
**DISTRICT BOARD OF DIRECTORS**  
*\*This meeting was conducted via Join.Me*

DATE: March 25, 2020

Present : Kathy Bueno (arrived 4:53pm)  
Nick Mattorano  
Joseph Martinez  
Floyd Duran, Jr.

Other  
Attendees: Dan Moynihan, EMSChief  
Gabriel Moreno, Deputy Chief  
Barbara Fisk, Executive Assistant  
David DeTray, Paramedic

<b><u>SUBJECT</u></b>	<b><u>DISCUSSION</u></b>
Call to Order/Pledge	Meeting was called to order at 4:35pm by Barbara Fisk.
Roll Call/Proof of Quorum	There was a quorum of four board members in attendance; Valerie Borsa was not in attendance.
Proof of Notice	Notice was posted on Trinidad Ambulance District's website (tadems.com) and business office at 939 Robinson Avenue. The notice included information for the public to contact Barbara Fisk if they were interested in participating in the Public Comments section of the agenda. No requests were received.
Approval of Minutes	<b>Motion</b> to approve the February 27, 2020 regular meeting minutes as presented was made by Joseph Martinez and seconded by Nick Mattorano. The minutes were approved unanimously. Kathy Bueno was not yet in attendance.
Public Comments	None
Financial / Billing Report	Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for the month ending February 29, 2020 along with the following written statement, "the financials for Trinidad Ambulance District appear consistent with the normal month to month income and expenditures."  David DeTray informed the board that two errors were found on the original statement but were corrected. The updated Profit and Loss Statement was provided to the board prior to the meeting.  <b>Motion</b> to approve the February 2020 financial reports as amended and presented was made by Joseph Martinez and seconded by Nick

Mattorano. The motion passed unanimously. Kathy Bueno was not yet present.

Director's Report

**Pinnacol Dividend.** Again, TAD will receive a dividend check from Pinnacol.

**RETAC Grant.** David DeTray attended the grant evaluation meeting last week. He was able to answer all necessary questions and is confident in a positive outcome.

**COVID-19 Office Hours.** Dan noted that the business office has posted its closure through April 1<sup>st</sup> but just received notification from the governor of the necessity to extend that closure to April 13<sup>th</sup>. The utmost care is being taken to ensure the health of crews and office personnel.

Operations Report

Gabe Moreno told the board that a new COVID-19 checklist has been issued to the crews from Dr. Weber. Also, an inter-office memo is being issued requesting that patients, when ambulatory, meet the crews outside for evaluation. In addition, the morning briefing with the public health department noted no COVID-19 cases in Las Animas County.

The following statistics were presented to the board for the month of February 2020.

Requests for Service	179; 3 on call
Non-Transports	43
Transports	136; 33 were IFT; 3 flight on scene
Inter-Facility Transports	February 2020
<i>Memorial Central</i>	6; 1,548 miles
<i>Parkview</i>	18; 3,139 miles
<i>St. Mary Corwin</i>	2; 336 miles
<i>University Highlands</i>	1; 380 miles
<i>Miners Colfax, NM</i>	3; 168 miles
<i>Perry Stokes Airport</i>	3; 68 miles
<i>Patient's Home</i>	4
End of Month Mileage	33IFT; 5,639 miles / 171 average
Year To Date Mileage	74 IFT; 13,370 miles/181 avg.

Fleet Management

Vehicle maintenance has dropped significantly due to the newer vehicles in the fleet.

Donations

**2012 Dodge Pickup.** At the February 2020 meeting, the board voted to sell the 2012 Dodge pickup for \$10,000. Since then, a letter from Hoehne Volunteer Fire Department has been received asking for donation of the vehicle to their fleet. All board members agreed they would like to support local organizations when

possible.

**Motion** to donate the 2012 Dodge pickup (VIN 1C6RF7KT2CS28303) to the Hoehne Volunteer Fire Department was made by Joseph Martinez and seconded by Floyd Duran, Jr. The motion passed unanimously. Kathy Bueno was in attendance.

**Laptops.** The district replaced its old ambulance laptops (5) and requests from Trinidad Communications Center and Primero School have been received requesting donations of the old units. The Communications Center is requesting two laptops as backups when internet services are down. They would use the laptops with a cellular hot spot. Primero School District would like three laptops as part of their incident command reunification process.

**Motion** to donate two of the old laptops to Trinidad Communications Center and three to Primero School District was made by Joseph Martinez and seconded by Floyd Duran, Jr. The motion passed unanimously with Nick Mattorano abstaining.

#### Executive Session

Joseph Martinez made a motion to enter into Executive Session under §24-6-402(4)(f) C.R.S. for the purpose of annual performance review of Executive Director/EMS Chief Daniel A. Moynihan and §24-6-402(4)(e) for the purpose of discussing negotiations surrounding new site construction. Nick Mattorano seconded the motion.

The motion passed and the board adjourned from regular session at 5:05pm.

The board re-entered regular session at 5:23pm.

#### Miscellaneous

**New Building Site.** The board tabled the discussion surrounding new site construction until April.

**Motion** to table topic was made by Joseph Martinez and seconded by Floyd Duran, Jr. The motion passed unanimously.

**Executive Director/EMS Chief Annual Review.** The board commended Dan Moynihan for his leadership of the district.

**Motion** to amend the Executive Director/EMS Chief contract to include a five year term and a pay increase to the amount of \$120,000.00 was made by Joseph Martinez and seconded by Floyd Duran.

The motion was approved unanimously.

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Next Meeting Date                    The next Regular Meeting date was scheduled Wednesday, April 22, 2020 at 4:30pm.

Adjournment                            A motion to adjourn the regular meeting of the Board of Directors was made by Joseph Martinez and seconded by Floyd Duran, Jr. The motion was approved unanimously.

The regular meeting was adjourned at 5:32pm

Minutes Approved by Trinidad Ambulance District Board of Directors.

  
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Kathy Bueno, President

4-23-20  
Date