

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

*\*Public Comments were available via ZOOM.us*

DATE: August 26, 2020

Present : Nick Mattorano  
Floyd Duran, Jr.  
Clay Hart  
Kathy Bueno  
Valerie Borsa (4:37pm)

Other Attendees: Dan Moynihan, EMS Chief; Gabriel Moreno, Deputy Chief ; David DeTray, Captain; Barbara Fisk, Executive Assistant

**SUBJECT**

**DISCUSSION**

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Call to Order/Pledge	Meeting was called to order at 4:31pm by Kathy Bueno.
Roll Call/Proof of Quorum	There was a quorum with all five board members 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 invitation information for attendance via ZOOM and asked the public to register on Zoom 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 July 22, 2020 regular meeting minutes as presented was made by Nick Mattorano. <b>Second:</b> Floyd Duran. <b>Pass:</b> Valerie Borsa not present for the vote. The minutes were approved unanimously by those in attendance.
Public Comments	N/A  <i>Valerie Borsa arrived at 4:37pm.</i>
Financial / Billing Report	Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for the month ending July 31, 2020 along with the following written statement, "the financials for Trinidad Ambulance District appear consistent with the normal month to month income and expenditures. Property tax revenue collected as of 7-31-20 was \$874,475.27. Please see page 1 of the P&L statement (Profit & Loss) to review in detail. Also, I have added an expense item specifically for COVID expenses as requested."

As reported by Dan Moynihan, there is currently a total of \$3.4 million in the bank. Monthly income has gotten back to “almost” where it was, pre-pandemic. Most expenses are down with the exception of payroll and associated expense(s) i.e. insurance; payroll increase is due to July having three pay periods. Even with over time, payroll is tracking to be below budget. A new full-time paramedic is starting in October. TAD will receive \$117,981.02 the end of September from HCPF as an adjustment for cost of providing service to Medicaid patients.

Clay Hart voice concern about the ending cash balance of one month not being the same as the beginning cash balance for the preceding month, noting that the financial statement seemed “sloppy”. It was suggested that Bernadette Cappellucci of Century Financial Group attend the September meeting in order to clarify the financial reporting system.

**Motion** to approve the July 2020 financial report as presented was made by Floyd Duran.

**Second the Motion** was made by Nick Mattorano.

**Pass:** Valerie Borsa now present at the meeting. The motion passed unanimously by all board members.

CDPHE Grant  
Fund Expenditures

Colorado Department of Public Health and Environment approved TAD’s grant/reimbursement request for the purchase of another Lucas Device and a UTV (for remote patient location and extrication). TAD expenditure amount for both items equals \$39,484.93. Grant purchase order (PO,FHMA,202100003785) has been received indicated a 50% reimbursement amount of \$19,742.46. Both items were budgeted for in the 2020 Budget. The Lucas Device will be purchased through Stryker and the UTV from Hester’s in Raton who will also provide training.

Even though both items were noted on the 2020 Budget, board approval is requested to order both items.

**Motion** to order a Lucas Device from Stryker and UTV from Hester’s using grant funds as 50% reimbursement for TAD expenditures was made by Clay Hart.

**Second:** Floyd Duran.

**Pass:** The motion passed unanimously by all board members voting “Yea”.

First Round Review  
Of Policies

At the July 2020 board meeting, the board was provided pages of TAD's Policy Manual (cover page – Policy #03-20) for review. After open discussion among the board, it was decided to remove the wording “good faith on page 2, line 1 of Policy #03-20.

The board was provided Policy #03-30 through #04-40 for review at the September meeting.

**Motion** to approve the cover page through Policy #03-20 with the removal of the wording “good faith” on page 2, line 1 was made by Floyd Duran.

**Second:** Valerie Borsa.

**Pass:** The motion passed unanimously by all board members voting “Yea”.

Director's Report

**13840 Hwy. 350.** Phase I Environmental Assessment reported concern about a 500 gallon, storage tank. Also, Tony Paradisa has agreed to \$64,000 Earnest Money which would require board approval. The money could be placed in escrow contingent upon USDA loan approval. Dan noted that the Earnest Money would be refunded if the purchase of the property fell through.

**ESCROW MOTION** to place \$64,000 in escrow as Earnest Money for the purchase of property located at 13840 Hwy 350 which is contingent upon approval by the USDA of a \$3 million dollar loan for purchase and renovation of same property was made by Nick Mattorano.

**Second:** Floyd Duran

**Pass:** The motion passed unanimously by all board members voting “Yea”.

Architect Tin Nguyen, currently working on Mt. San Rafael Hospital renovation, has done a walk-through of the property with Dan Moynihan and David DeTray. He is willing to take on the project and was recommended to the board as the architect for TAD's project. According to Les Downs, legal counsel, it is not mandatory that the district put projects out for bid but it does make the process more transparent. The board discussed the difficulty of bidding projects in Trinidad.

Approval from the board was requested to apply for a \$3 million USDA loan for purchase and renovation of the property to better align with TAD's current and future needs to better serve the county. Original fact finding showed that TAD could apply and go through

Colorado State channels for applying for the loan but since COVID the process has changed. TAD must now apply through the national system.

**USDA LOAN APPLICATION MOTION** to apply for a \$3 million loan from the USDA for purchase of property at 13840 Hwy 350, Trinidad, CO, renovation of said property and, contingent upon acquiring the loan, hire Spencer-Fane as Bond Counsel for a flat fee of \$25,000 and architect Tin Nguyeu was made by Clay Hart.

**Second:** Nick Mattorano

**Pass:** The motion passed unanimously by all board members voting "Yea".

Spencer-Fane, legal counsel for TAD, also was on the Colorado Special District Association recommended agencies for Bond Counsel. Matt Dalton provided a \$25,000 flat fee for which loan money could cover.

It is planned that Tony Paradisa will oversee all metal work needed on the project and will sub-contract all other areas of the operation.

**EMR Classes.** With COVID creating scheduling issues for local school districts, Junie Verquer will be instructing Hoehne students at the Hoehne Community Center.

**EMT Classes.** Chief Broach of the Spanish Peaks Volunteer Fire Department has six people interested in an EMT class. Also some former EMR students in Hoehne are interested. Progress is being made on renewing our training center designation with the State. It is hoped that a class may start in January.

**Las Animas County Search and Rescue.** TAD is coordinating with other entities, including Huerfano County Sheriff's Office SAR, to get the LAC Search and Rescue volunteer group organized.

#### Operations Report

Gabe Moreno presented the following statistics for the month of July 2020:

Requests for Service	175; 3 on call
Non-Transports	29
Transports	145; 44 IFT
	1 flight on scene

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Inter-Facility Transports	July 2020
<i>Parkview Med Ctr</i>	27; 4,709 miles
<i>Children's COS</i>	2; 568 miles
<i>University</i>	1; 396 miles
<i>Miners Colfax</i>	7; 392 miles
<i>MSRH from Miners</i>	7; 392 miles
End of Month Mileage	44 IFT; 6,065 miles / 138 average
Year To Date Mileage	228 IFT; 40,986 miles/180 average

Fleet Management David DeTray informed the board that rig #2001 has gone to Raton Ford for a second time; starter issues.

Miscellaneous Clay Hart questioned whether the board has DNO insurance which would protect individual board members assets in the event of a lawsuit. Dan Moynihan stated he would clarify with VFIS to ensure the current policy "Public Employee Dishonesty Coverage (Crime Coverage)" is the same as DNO.

Dan requested approval from the board to establish a flat fee contract with Mt. Rose Hospice for patient transport, when needed. The contract would be the same as one already in place with Sangre de Cristo Hospice which pays \$500 for any mileage up to 50 miles and \$750 for anything over 50 miles.

**Motion** to enter into contract with Mt. Rose Health Center Pallative Care and Hospice for a flat fee per patient transport. Fee schedule is \$500 for transportation up to 50 miles and \$750 for anything over 50 miles was made by Nick Mattorano.

**Second:** Floyd Duran

**Yea:** Floyd Duran, Nick Mattorano, Clay Hart

**Nay:** n/a

**Abstain:** Valerie Borsa, Kathy Bueno

**Pass:** The motion passed with three board members voting "yea" and two abstaining.

Next Meeting Date The next Regular Meeting date was scheduled Wednesday, September 23, 2020 at 4:30pm.

Adjournment **Motion** to adjourn the regular meeting of the Board of Directors was made by Floyd Duran.

**Second the Motion** was made by Nick Mattorano.

**Pass:** The motion was passed unanimously.

The regular meeting was adjourned at 5:21pm

**MEETING RE-OPENED for public attendance 5:25pm**

Stretcher  
Malfunctions

TAD bought Ferno stretchers five years ago that are now experiencing battery failures. They will no longer charge when in the ambulance but have to be connected directly to a power source directly at the building. The batteries are no longer under warranty and cost approximately \$500.00 each.

Stryker sent a representative to TAD who offered, full warranty, seven year service plan, 0% interest for five years and a total cost of \$193,799.40 to replace the four Ferno stretchers. In addition, Stryker offered to purchase the Ferno stretchers for \$5,000 each or \$20,000 total. It is expected to cost \$4,400 to retrofit the ambulances. There may be another option for selling the Ferno stretchers at a higher price.

**Motion** to to purchase four Stryker stretchers and finance through Stryker Flex Financial in the amount of \$193,799.40 at 0% for five years was made by Clay Hart.

**Second:** Nick Mattorano.

**Pass:** The motion passed unanimously by all board members voting "Yea".

Adjournment

**Motion** to adjourn the regular meeting of the Board of Directors was made by Nick Mattorano.

**Second** Floyd Duran

**Pass:** The motion was passed unanimously.

The regular meeting was adjourned at 5:38pm

Minutes Approved by Trinidad Ambulance District Board of Directors September 23, 2020.

  
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Kathy Bueno, President

9/23/2020  
Date