

REGULAR MEETING OF THE TRINIDAD AMBULANCE
DISTRICT BOARD OF DIRECTORS

**Public Comments were available via ZOOM.us*

DATE: September 23, 2020

Present : Nick Mattorano
Floyd Duran, Jr.
Clay Hart
Kathy Bueno
Valerie Borsa (4:50pm)

Other Attendees: Executive Director Dan Moynihan, Deputy Chief Gabriel Moreno, Captain David DeTray, Executive Assistant Barbara Fisk, Accountant Bernadette Cappellucci, Attorney Les Downs

SUBJECT

DISCUSSION

Call to Order/Pledge	Meeting was called to order at 4:30pm by Kathy Bueno.
Roll Call/Proof of Quorum	There was a quorum with all five board members in attendance. Valerie Borsa arrived at 4:50pm.
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	Motion to approve the August 26, 2020 regular meeting minutes with amendment of DNO insurance, mentioned under Miscellaneous, to D and O was made by Clay Hart. Second: Floyd Duran. Pass: Valerie Borsa not present for the vote. The minutes were approved with correction noted with all board members present voting "Yea".
Public Comments	N/A
Financial / Billing Report	Bernadette Cappellucci of Century Financial Group was in attendance to answer any questions of the board regarding the financial reports for the month ending August 31, 2020.

Dan Moynihan reported, there is currently a total of \$3.4 million in the bank. Accounts receivable is up about 50% which is

normally about \$200k per month. It is currently \$337k which is \$123k more than last month. Payroll is higher than normal due to overtime, but is still on track to being below budget by the end of the year.

Clay Hart asked Bernadette to explain the Statement of Cash Flow portion of the financial report. He stated concern that the “Cash at end of period” for one month does not roll forward to the “Cash at beginning of period” the following month. Ms. Cappellucci noted that there are constant adjustments made to both items some of which are accounts receivable, depreciation adjustments, voided checks, checks written in one month but clearing in another all of which change the item totals. She stated that the only time the financial reports are final is once all 2020 final entries are made and the audit is complete.

Motion to approve the August 2020 financial report as presented was made by Nick Mattorano.

Second Floyd Duran.

Pass: Valerie Borsa now present. All board members present voted “Yea”.

2021 Draft
Budget

Dan Moynihan explained that the 2021 Draft Budget is prepared using the Preliminary Certificate of Valuation provided by Las Animas County which provides projected property tax revenue. The final Certificate of Valuation is not due to TAD until December 10th but the budget must be adopted by December 15th. Dan noted that no ambulance will be purchased under the 2021 budget so funds were dispersed to cover other, potential costs.

Clay Hart asked about the following line items on the budget:

1. Rescue Task Force budgeted for \$30k. It was explained that tactical vests will probably need to be purchased as the current ones are five years old.
2. Special Operations budgeted for \$30k. This line item was added to Capital Expenses to cover items that don't fall under any other, already listed, items i.e. extrication tools and PPE.
3. Capital Expenses line item Stretchers budgeted for \$39k. It was clarified that this was not to purchase stretchers again, but to account for the annual payment (five years) for the stretchers the board approved acquiring at the August 2020 meeting.
4. Rent Expense/East Station budgeted for \$10k. Although the district has been out of the building at 2309 E. Main Street for several months and it is currently occupied by the Sheriff's Department except

for the bay space for ambulances, the district has not heard back from the county regarding its agreement to occupy the space. It is uncertain if the district has to pay a full year before being clear from the contract even though the Sheriff’s Office occupies the majority of the space. In addition, the coroner’s office installed two cooling units onto the district’s meter three months ago but the county has not assumed responsibility for any portion of the electricity.

Mr. Hart also shared with the board a potential 10 car garage that has come up for rent. He will forward all the information to Captain DeTray.

Valerie Borsa is in attendance at 4:50pm.

Motion to approve the 2021 Draft Budget as presented was made by Floyd Duran.

Second: Clay Hart.

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

Rate Increase

Dan Moynihan pointed out that the district has not increased rates since 2016 and that the majority of patients are covered by Medicaid and Medicare. The August 2020 financial reports indicate income decreases from Medicare (down 22%), Medicaid (down 29.9%), commercial insurance (down 42%) and private pay (down 32%) compared to 2019. He proposed rate increases to be effective January 1, 2021 as indicated by the graph below:

BILLING RATES	Prior to 2016	Current	Proposed Increase	Proposed Rate
ALS Emergency	\$1500.00	\$1800.00	25%	\$2,250
ALS Non-Emergency	\$1400.00	\$1680.00	25%	\$2,100
ALS 2	\$1900.00	\$2280.00	25%	\$2,850
BLS Emergency	\$925.00	\$1110.00	35%	\$1,500
BLS Non-Emergency	\$825.00	\$990.00	35%	\$1,200
Specialty Care Transport		\$3250.00		
Ambulance Mileage	\$30.00/ Loaded Mile	\$36.00/ Loaded Mile	25%	\$45.00/ Loaded Mile
Treatment No Transport	\$150.00	\$200.00	150%	\$500
DOA	\$925.00	\$1110.00	≈35%	\$1,500

He explained that, in past years, when the district increased rates Huerfano County, Raton and Alamosa also increased rates causing CMS to re-evaluate allowables for Medicare and Medicaid thus increasing them which benefits all entities.

Clay Hart voiced concern about raising the rates this year. He declared, “It is just a bad year.” He also noted there is no need in the

budget and cited a projected 4% income increase. He mentioned that an increase would strongly affect those without insurance and that prices are increasing everywhere. He questioned DOA billing. It was explained that when the district provide services but pronounce a person dead, Medicare can be billed. Mr. Hart didn't realize the district could "pronounce". He also cited CMS stating the district cannot bill when no patient transportation is provided. It was explained that this item is used in regards to motor vehicle accidents wherein the automobile insurance provider is billed.

Motion to approve rate increases based on the graph below was made by Clay Hart:

BILLING RATES	Current 2020	Proposed Increase	Proposed Rate
ALS Emergency	\$1800.00	20%	\$2,160
ALS Non-Emergency	\$1680.00	20%	\$2,016
ALS 2	\$2280.00	20%	\$2,736
BLS Emergency	\$1110.00	30%	\$1,443
BLS Non-Emergency	\$990.00	30%	\$1,287
Specialty Care Transport	\$3250.00		\$3,250
Ambulance Mileage	\$36.00/ Loaded Mile	20%	\$43.00/ Loaded Mile
Treatment No Transport	\$200.00	150%	\$500
DOA	\$1110.00	≈30%	\$1,443

Second: Nick Mattorano.

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

First Round Review
 Of Policies

The board was provided Policy #03-30 through #04-40 for review at the August 2020 meeting.

Motion to approve policies #03-30 through #04-40 as presented at the August 2020 meeting was made by Clay Hart.

Second: Floyd Duran.

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

The board was provided policies #04-50 through #05-50 for discussion at the October board meeting.

Director's Report
 as a full-time

New Hire. The district has hired Francis Song, from La Junta Fire, as a full-time paramedic in addition to a second paramedic expected to begin October 25th.

13840 Hwy. 350. Phase I Environmental Assessment has been amended declaring the underground storage tank was for gray water only, not petroleum, therefore, no longer considered a "Recognized Environmental Concern." The district has to apply for a Special Use

Permit from Las Animas County. The only zoning categories currently recognized are Rural Residential, Urban Residential, Agricultural and Ranchette. Communications with Robert Lucero of the County Planning Board doesn't see any problem for the district acquiring the Special Use zoning designation.

A meeting with architect Thyn Nguyen is scheduled for September 29th.

Valerie Borsa asked for clarification on the water tap situation. It was explained that the tap for the property has been approved by the City of Trinidad and would be part of the construction costs as well as adding a second septic system. The cost to tap into the City's sewer system would be cost prohibitive and not necessary.

2001 E. Main Street / Peak Drive-In. There have been two more purchase offers made for this property.

939 Robinson Avenue. Tony Paradisa may have a buyer for the property currently occupied by the district.

Operations Report

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

Requests for Service	199; 1 on call
Non-Transports	61
Transports	138; 43 IFT 0 flight
Inter-Facility Transports	July 2020
<i>Parkview Med Ctr</i>	33; 5,755 miles
<i>Memorial Central</i>	3; 774 miles
<i>Children's COS</i>	1; 284 miles
<i>St. Mary Corwin</i>	1; 168 miles
<i>Memorial North</i>	3; 852 miles
<i>Miners Colfax</i>	1; 56 miles
<i>MSRH from Miners</i>	1; 56 miles
<i>Cancelled</i>	1
End of Month Mileage	43 IFT; 7,889 miles / 184 average
Year To Date Mileage	271 IFT; 48,875 miles/180 average

Fleet Management

David DeTray informed the board the new Stryker cots have arrived and are installed. The old ones were sold for \$25,000 and have been shipped to the buyer.

The new rig #2001 had an ongoing electrical problem which was finally resolved. Additionally, a Raton Ford employee ran the vehicle into a street sign damaging the paint job. Raton Ford is paying for repairs at Phil Long Colorado Springs but not mileage and fuel to get there.

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Miscellaneous

Clay Hart asked that the board permanently put "Executive Session" on the agenda. Attorney Les Downs explained that an executive session must adhere to specific parameters which must be noted on the agenda. Therefore, it is not appropriate to have it permanently noted on the agenda. Mr. Hart stated that the board's by-laws state it should be on the agenda so they will be on the agenda for the October agenda for amendment.

Mr. Hart, again, asked about D and O insurance for board members. Mr. Downs commented that he was familiar with O and E insurance. Dan Moynihan read from an email (attached) explaining what coverage the district has in place.

Next Meeting Date

The next Regular Meeting and Budget Hearing date was scheduled Wednesday, October 28, 2020 at 4:30pm. Mr. Hart stated he would not be available on this date.

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 5:30pm

Minutes Approved by Trinidad Ambulance District Board of Directors October 28, 2020.



Kathy Bueno, President

10/28/2020
Date