

REGULAR MEETING OF THE TRINIDAD AMBULANCE
DISTRICT BOARD OF DIRECTORS

**Public Comments were available via ZOOM.us*

AMENDED (June 23, 2021)

DATE: May 26, 2021

Present : Kathy Bueno
Nick Mattorano
Floyd Duran, Jr.
Clay Hart
Valerie Borsa *arrived 4:38pm*

Other
Attendees: Legal Counsel Les Downs, Executive Director Dan Moynihan,
Deputy Chief Gabriel Moreno, Executive Assistant Barbara Fisk

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 five board members in attendance. Valerie Borsa entered the meeting at 4:38pm.
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	No board comments or amendments regarding the April 28, 2021 meeting minutes. Motion to approve the April 28, 2021 regular meeting minutes as presented was made by Nick Mattorano. Second: Floyd Duran, Jr. Yea: Kathy Bueno, Nick Mattorano, Floyd Duran, Clay Hart Nay: None Abstain: None Pass: The April 28, 2021 minutes were approved.
Financial / Billing Report	Bernadette Cappellucci of Century Financial Group prepared the April 2021 financial report with the following statement, "The financials appear in line with the normal month to month income and expenditures. I see nothing out of the ordinary or anything concerning in any of the financial reporting for the month ending April 30, 2021."

Dan Moynihan pointed out the following information from the Century Financial Report:

- \$3.4 million Cash On Hand
- Accounts Receivable currently \$435,152, higher than usual for April. Quick Med Claims has been doing well at resolving long-term outstanding accounts.
- Total income is up \$160,000 from last year at this time.

The District does not bill Medicare in January and February each year. Once those bills are processed and revenues come in, the March statements reflect the monthly increase.

Deputy Chief Moreno shared a new portal made available by Quick Med Claims. Q-Bi is now available to provide daily updates on all aspects of billing. The portal provided detailed information about Key Performance Indicators (KPIs) as well as up to date Payer Mix information, collections rates and estimated trip numbers with average trip income.

Valerie Borsa
Arrived at 4:38pm

Motion to approve the April 2021 financial report as presented was made by Clay Hart.

Second Nick Mattorano

Yea: Kathy Bueno, Nick Mattorano, Floyd Duran, Clay Hart

Nay: None

Abstain: Valerie Borsa

Pass: The April 2021 Financial Statement was approved.

Public Comments

N/A

Employment Contracts

The Board was presented with the notion of providing Employment Contracts for the Deputy Chief and EMS Captain positions. When posed with the question of why, Deputy Chief Moreno answered, "comfort level". Chief Moynihan offered to draft contracts for both positions and present to the Board at the June meeting for review. The board agreed.

Director's Report

13840 Hwy 350

Environmental Report. All Phase Environmental continues to work on the Environmental Report. A representative has been down to walk the property.

Request For Proposal. Arc Valley Construction was the only company to submit a proposal for construction. It was not detailed so they were asked to provide firm dollar amounts for the project. A

second company is in the process of compiling a comprehensive bid which is due next week for review. There are concerns about contractors underbidding the project then submitting number change orders inflating the cost.

Water Tap. On July 7, 2020, the City of Trinidad approved Tony and Tammie Paradisa's application for the installation of a 2" water tap. There is a 12 month window for installation or the application must be resubmitted to City Council. It was clarified that no extensions are permitted by the City of Trinidad. The fee of \$12,911.11 must be paid to the City of Trinidad (fee includes the PIF, Tap Fee and Meter Equipment, meter pit/top/yoke/stop box/rod, curb stop and tap fittings). Additional expenses include permits (City and possibly County), excavation and plumbing.

It was suggested to the Board that either TAD pay for the water tap and have the cost taken off the purchase price of the property or ask Tony and Tammie Paradisa to install the water tap and TAD provide a Promissory Note for the expense. The Board asked Dan to communicate with the Paradisa's and, by either means, get the tap installed by the July 7, 2021 deadline.

Motion for either Paradisa to pay for installation with an addendum to purchase contract to TAD for the expense or for TAD to pay for the installation and hold a Promissory Note for the expense and for work to be done prior to the July 7, 2021 deadline was made by Nick Mattorano.

Second Floyd Duran

Yea: Kathy Bueno, Nick Mattorano, Floyd Duran, Clay Hart, Valerie Borsa

Nay: None

Abstain: None

Pass: The motion was approved.

Dan also reported that he, Gabe and David DeTray attended the last Fire Chiefs meeting where questions arose about the Memorandums Of Understanding regarding Quick Response Team members and workers compensation insurance. There is a meeting set with all of the Chiefs to clarify. Also, the QRT Policy Manual has been updated changed the Third Rider hour requirement from 16 to 8 and the Continuing Education hours from 16 to 8.

EMR Class has begun in Aguilar in hopes of graduates continuing with an EMT course for the purpose of becoming QRT members.

District Vehicles / Personal Use. After speaking with the District's accountant Dave Grove and auditor Mike Dixon, it was clarified that

as a condition of employment District vehicles may be taken home to allow for reasonable response times and, therefore, are not taxable.

Dan Moynihan volunteered to no longer drive his company vehicle (VIN 4832) to Oklahoma even though he is subject to call back for TAD business.

Operations Report

In addition to previously sharing the new portal available from Quick Med Claims, Deputy Chief Moreno reported:

Requests for Service	207; 7 on call
Non-Transports	45
Transports	162; 35 IFT
Flight Transports	1 – on scene
Inter-Facility Transfers	January through April 143

Parkview Medical Center has not been accepting patients so Colorado Springs hosts the next closest appropriate facility. This has caused an increase in mileage on the transfer vehicle.

Transfer Rig Mileage for April	6,935 miles
January – April	25,751 miles

Fleet Management

Ambulance #1701 possibly has a fuel injector problem
Ambulance #1501 got stuck in deep mud on a call to Aguilar – no damage
EMS 3 had its windshield replaced due to heavy pitting and cracks

Miscellaneous

None

Next Meeting Date

The next regular meeting of the Board will be held June 23, 2021. Attorney Les Downs confirmed his availability.

Adjournment

Motion to adjourn the regular meeting of the Board of Directors was made by Clay Hart.

Second: Floyd Duran


Yea: Kathy Bueno, Nick Mattorano, Floyd Duran, Clay Hart, Valerie Borsa

Nay: None

Abstain: None

Pass: The motion passed and the meeting adjourned at 5:01pm

Minutes Approved by Trinidad Ambulance District Board of Directors May 26, 2021.



Kathy Bueno, Chairperson

June 23, 2021

Date