

REGULAR MEETING OF THE TRINIDAD AMBULANCE
DISTRICT BOARD OF DIRECTORS

**Public Comments were available via ZOOM.us*

DATE: June 23, 2021

Present : Kathy Bueno
Nick Mattorano
Floyd Duran, Jr.
Clay Hart

Other
Attendees: Legal Counsel Les Downs, Executive Director Dan Moynihan,
Deputy Chief Gabriel Moreno, Captain DeTray, 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 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 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	Clay Hart and Kathy Bueno wanted the May 26, 2021 minutes to reflect that Dan Moynihan volunteered to no longer drive his company vehicle to Oklahoma even though he is subject to call back for TAD business. Motion to approve the May 26, 2021 regular meeting minutes as amended was made by Clay Hart. Second: Floyd Duran, Jr. Yea: Kathy Bueno, Nick Mattorano, Floyd Duran, Clay Hart Nay: None Abstain: None Pass: The May 26, 2021 minutes were approved as amended.
Financial / Billing Report	Bernadette Cappellucci of Century Financial Group prepared the May 2021 financial report with the following statement, "Revenues collected through May 31, 2021 are \$1,505,215 (approximately 61.3% of 2021 total budget). Total operating expenses year-to-date are \$728,032 (31% of budget). The financials appear in line with the normal month to month income and expenditures. I see nothing out

of the ordinary to report or anything concerning an any of the financial reporting for the month ending May 31, 2021.”

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

- \$3.548 million Cash On Hand
- Accounts Receivable \$482,584 compared to this time in 2020 \$319,691 (\$162,893 increase). Working closely with QuickMed Claims to resolve outstanding accounts.
- Total income January – June 2020 equaled \$1,376,043 compared to the same timeframe in 2021 \$1,505,215 (\$129,000 increase).
- Net Income for May 2021 equaled \$157,563.

Motion to approve the May 2021 financial report as presented was made by Nick Mattorano.

Second Clay Hart

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

Nay: None

Abstain: None

Pass: The May 2021 Financial Statement was approved.

Annual Election of Officers

Nominations for Chairperson: Kathy Bueno, accepted the nomination.

Yea: Nick Mattorano, Floyd Duran, Clay Hart

Nay: None

Abstain: Kathy Bueno

Pass: Kathy Bueno was elected Chairperson.

Nominations for Vice Chairperson: Floyd Duran, Jr., accepted the nomination.

Yea: Kathy Bueno, Nick Mattorano, Clay Hart

Nay: None

Abstain: Floyd Duran, Jr.

Pass: Floyd Duran, Jr. was elected Vice Chairperson.

Nominations for Secretary/Treasurer: Nick Mattorano accepted the nomination.

Yea: Kathy Bueno, Floyd Duran, Jr.

, Clay Hart

Nay: None

Abstain: Nick Mattorano

Pass: Nick Mattorano was elected Secretary/Treasurer.

Public Comments

N/A

Employment Contracts

The Board discussed the draft Employment Contracts for the Deputy Chief and EMS Captain positions. Clay Hart voiced concern about a five year term for the contracts because the board terms are four years. It was explained that the State is staggering board terms so there should be no issue of having Directors on the Board with no knowledge of the contracts. He did suggest either three or one year terms for the contracts even though they are subject to review at any time. He also pointed out that it is uncommon for middle management to have contracts, let alone clauses accounting for a 3% increase annually but have rather wage increases based on performance. Dan Moynihan explained that all employees are under constant review. If there is a problem, the employee is counseled. If it is a positive event, the employee is commended. Immediate recognition of issues/situations has increased employee performance. Clay also voiced concern over a two year severance pay. Discussion led to an agreement that one year is more practical. Again the phrase, "unlimited vehicle use" was discussed. Upon legal counsel advice it was agreed the following phrase would be added to Section 4(c), "unrestricted business use including commuting to and from work."

The following points were agreed upon:

- Amend severance from 24 months to 12 months.
- Retain 3% salary increase per years.
- Retain 5 year term of contract
- Amend 4(c)Automobile, to read as follows: The employee is subject to recall on a 24-hour basis and, as such, may have unrestricted business use of a District-owned vehicle including commuting to and from work.

Director's Report

13840 Hwy 350

New Bid Received. A project bid, \$400,000 less than that presented by Arc Valley, on the project was received from Veltri Steel. The USDA approved the use of this bid as it is less expensive and the old bid was not as detailed nor did it include specific data from sub-contractors. A narrative is being provided to the USDA documenting the bid process.

Environmental Report. The USDA Architect has been in contact with All Phase Environmental and the reporting process is on track.

District Fire Chief's Meeting. Questions/Concerns was brought up at the last Volunteer Fire Chief's meeting regarding the Inter-Governmental Agreements (IGA) in place concern the Quick Response Team. A committee was created to work with TAD Administration wherein a new IGA has been drafted for presentation this evening.

Use of Extrication Tools. The District continues to use the new extrication tools purchased. An example of its use was presented.

Operations Report

Deputy Chief Moreno reported:

Requests for Service	184; 3 on call
Non-Transports	51
Transports	133; 30 IFT
Flight Transports	0
Inter-Facility Transfers	January through April 173

Parkview Medical Center has not been accepting patients so Inter-Facility Transfers have been going further north so May had a fewer transfers but higher mileage on the transfer rig, 7,313 miles.

Fleet Management

Captain DeTray provided the Fleet Management report. The transfer rig currently has 140,000 miles. Reminder: it was purchased May, 2019 (2 years ago). Two new sets of tires were purchased in May. Exhaust issues are still occurring on Ambulance 1701. It is thought they may go back to product of the vehicle.

Miscellaneous

Southern Colorado RETAC Grant Reimbursement. The District is provided grant funds annually in the amount of \$15,000 from the Southern Colorado RETAC. The District uses those funds as reimbursement for bills paid to Dr. Kevin Weber for his Medical Director services under So.Co. EMS, Inc.: the annual total of which is \$18,000. The District has been paying monthly invoices but is asking the Board approve an annual payment every July in the amount of \$15,000 to So.Co. EMS, Inc. This will allow the District to submit for earlier reimbursement from Southern Colorado RETAC.

Motion to approve annual payment to So.Co. EMS, Inc. in the month of July in the amount of \$15,000 (instead of \$1,500 per month) in order to request grant reimbursement from Southern Colorado RETAC was made by Nick Mattorano.

Second: Clay Hart

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

Nay: None

Abstain: None

Pass: Annual payments to So.Co. EMS, Inc. in July will be dispersed in the amount of \$15,000.

81082 Publication. Clay Hart asked for information regarding something he read on the 81082 Facebook site.

Les Downs, Legal Counsel for the TAD Board of Directors, suggested any time a board member has concerns over things having been said to them from the public they should make a point to contact TAD Administration for clarification.

Next Meeting Date The next regular meeting of the Board will be held July 28, 2021. Attorney Les Downs confirmed his availability.

Adjournment **Motion** to adjourn the regular meeting of the Board of Directors was made by Nick Mattorano.
Second: Floyd Duran
Yea: Kathy Bueno, Nick Mattorano, Floyd Duran, Clay Hart,
Nay: None
Abstain: None
Pass: The motion passed and the meeting adjourned at 5:15pm

Minutes Approved by Trinidad Ambulance District Board of Directors July 28, 2021.



Kathy Bueno, Chairperson

July 28, 2021
Date