

ANNUAL MEETING
TRINIDAD AMBULANCE DISTRICT BOARD OF DIRECTORS

Date: July 19, 2023

Attendance: Nicolas Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro, Joe Richards, Les Downs, EMS Chief Moreno, Deputy Chief DeTray, Barbara Fisk

SUBJECT

DISCUSSION

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|---------------------------|--|
| Call to Order/Pledge | Meeting was called to order at 4:37pm by Nick Mattorano. |
| Roll Call/Proof of Quorum | There was a quorum with five (5) 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. |
| Public Comments | None |
| Election of Officers | <p>Chairperson: Motion to nominate Zachary Shapiro as Chairperson of the Board was made by Tom Murphy. Second: Andres DeLeon Yea: Nick Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro, Joe Richards Nay: Abstain: Pass: Zachary Shapiro will serve as Chairperson.</p> <p>Vice Chairperson: Motion to nominate Nicholas Mattorano as Vice Chairperson of the Board was made by Tom Murphy. Second: Zachary Shapiro Yea: Nick Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro, Joe Richards Nay: Abstain: Pass: Nicholas Mattorano will serve as Vice Chairperson. .</p> <p>Secretary/Treasurer: Motion to nominate Joe Richards as Secretary/Treasurer of the Board was made by Tom Murphy. Second: Zachary Shapiro Yea: Nick Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro, Joe Richards Nay: Abstain: Pass: Joe Richards will serve as Secretary/Treasurer.</p> |

Review Minutes

There were no amendments nor corrections to the June 28, 2023 minutes presented.

Motion to accept the June 28, 2023 minutes as presented was made by Nicholas Mattorano

Second: Joe Richards

Yea: Nick Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro

Nay:

Abstain: Joe Richards

Pass: The motion to accept the June 28, 2023 minutes as presented was approved.

Financial Report

Bernadette Cappellucci prepared the financial report for June 2023 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 to report or anything concerning in any of the financial reported for the month ending June 2023."

Chief Moreno pointed out the following information.

- Cash On Hand the end of June \$3,192,588 which is up \$221,331 from May. June Net Income was \$734,526
- Accounts Receivable is \$2,650,922
- The medical supply shortage is up and down. There are currently 9 items on backorder. YTY Medical Supplies are down \$8,615
- Fuel costs for June 2023 were \$29,589 which is down YTY \$6,651
- Vehicle repair costs for the month were \$2,572 which is down YTY \$8,252
- Vehicle maintenance as of June was \$12,562 which is up YTY \$4,282

Motion to accept the June 2023 financial statement as presented was made by Joe Richards.

Second: Tom Murphy

Yea: Nick Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro, Joe Richards

Nay:

Abstain:

Pass: The June 2023 financial statement and report were accepted as presented.

By-Laws Review

Mr. Murphy noted a past experience wherein following the By-Laws was extremely important to would like to review a few items.

Section 8(e) Election of Officers. Tom Murphy was concerned that the election of officers hadn't been done prior to today as the By-Laws state. It was clear to all the reason was there was not yet a full board.

Section 4 Board of Directors. Tom Murphy voiced strong opinions that the Board's responsibilities should be focusing on plans, service plan, future goals and ends. He believes as much power as is necessary should be given the Executive Director.

Discussion led to plans of changing the Service Plan. Mr. Murphy stated he has been in communication with Kim Lucero, CEO Mt. San Rafael Hospital as he served on a board many years back to establish a Health Service Plan through Trinidad Area Health Association dba Mt. San Rafael Hospital. He stated that service plan has been shelved and never funded. Legal Counsel Les Downs strongly advised Mr. Murphy that communication with TAHA/MSRH administrators regarding TAD's service plan is a conflict of interest as there is ongoing litigation between the two entities focusing on TAD's service plan. Mr. Downs informed Mr. Murphy that inter-relationship communication with MSRH administrators was attempted after the court decision with no success. The benefits of extending services to the community were discussed.

The discussion was tabled; to be placed on the August 23rd agenda as an Executive Session with Attorney Kathryn Winn to attend.

Section 6(e) Special Meetings. Mr. Murphy was extremely upset with Legal Counsel Les Downs and Spencer-Fane about earlier email communications which he felt were miscommunicated. He believes his request for a Special Meeting of the Board was misunderstood as a request for a Special Election as a means to fill the empty Board position. Miscommunications also involved the process by which a Director is appointed to the Board. All concurred that the position was filled by the appropriate process.

Section 7(d) Order of Business. Mr. Murphy would like Old and New Business added to the agenda as well as Approval of the Agenda. He mentioned that the Director's Report and Operations Report aren't necessary.

Motion was made by Tom Murphy to add Approval of the Agenda as item 3 on agendas under item 2 Roll Call.

Second: Joe Richards

Yay: Nick Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro, Joe Richards

Nay:

Abstain:

Pass: Approval of Agenda will be added to future agendas as item 3 after item 2 Roll Call.

Robert's Rules of Order. Mr. Murphy would like the Board to aspire to using Robert's Rules of Order.

Director's Report

Health Service District. Part of the licensing process for the District changing it's Service Plan to include Community Para-medicine is completion of a Community Assessment. Ute Pass Regional Health Services District has experience in conducting assessments and provided a quote to the District of \$8,800 to complete the assessment. Chief Moreno is awaiting a response to his request for a discounted rate but has yet to receive a response. He asks the Board approve the expenditure as it is over his \$5,000 spending limit.

Motion to pay up to \$8,800 to Ute Pass Regional Health Services District to conduct a Community Assessment for the purpose of seeking licensure from the State to provide Community Para-medicine as made by Nick Mattorano.

Second: Joe Richards

Yay: Nick Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro, Joe Richards

Nay:

Abstain:

Pass. Chief Moreno has authority to spend up to \$8,800 for a Community Assessment for Community Para-medicine licensure.

Billing. TAD's current billing company, EMS Billing, has collected \$8-10,000 of old accounts receivable (prior billing company Quick Med Claims). Legal representatives for QMC will be contacting Mr. Downs to schedule a meeting wherein they are expected to present an offer to TAD for monies not collected due to untimely filing.

13840 Hwy 350. Contracts will be reviewed by the USDA, provided to Bank of the San Juans for the interim loan. The loan documentation has been reviewed and approved by Spencer-Fane. Plan Reviews are in the process with Shums Coda. Mr. Murphy would like Joe Richards to review plans as "the community has been burned too many times."

Remount. No change from last month: a chassis has been delivered to Excellance for remounting #1501 (VIN 9576). However, their schedule is set to do the work in early 2024. Our grant end date is June 30, 2023.

Calendar. The District continues to be very busy.

June 28th – Standby for Titan Wildland Fire

28th-30th – Pulsara Training completed, MSRH completed, expected to go live by August 1

July 4th - Staff participated in July 4th parade

5th - ZOOM with Ute Pass Regional Hlth Svc Dist

6th - Operation Rapid Assistance Package (O-RAP)
Table top exercise in August

12th - Titan Wildland Fire Action Review (AAR)

13th - Met with Dan and Les to discuss QMC billing

18th - EMTS Grant fully awarded for 2 LUCAS Devices
and 3 Portable Vents

Operations Report

Deputy Chief DeTray noted the following statistics.

June

| | |
|--------------------------------|-----------------------------------|
| Calls for Service | 172 |
| Inter-Facility Transfers (IFT) | 14 – 10/20 were to Raton, MSRH CT |
| IFTs Unable to Service | 0 |
| Med 3 (on call) | 3 |
| IFT Mileage | 2,992 |
| IFT Mileage Year-To-Date | 31,757 |

Personnel. Liz Romero is expected to be a Paramedic by the end of September. New hires EMT Amanda Aschoff and EMT Tyler Neurauter have completed their FTO programs. Paramedic Niccole Cordova accepted a Paramedic Fire Fighter position with Foundain Fire. Notice has been posted in-house to all part-time qualified personnel. Responses are due by noon, July 25th. Temporarily the District is only able to provide BLS crews every third day. Deputy Chief DeTray has enrolled in a Community Paramedic course which he will finish by September 16th.

Vehicles. Four of our five rigs are in service. 1701 is still in the shop.

Miscellaneous

Board Training. Mr. Murphy will be attending Board Member Training through the Special Districts Association and the Keystone Convention September 12-14 (online cost \$175). His goal is to worker smarter and more efficiently. The topic will be added to the August agenda.

Next Meeting

The next monthly meeting of the Board is scheduled for August 23, 2023, 4:30pm, 939 Robinson Ave.

Trinidad Ambulance District
ANNUAL MEETING
July 19, 2023

Adjourn

Motion to adjourn was made by Joe Richards

Second: Nick Mattorano

Yea: Nick Mattorano, Andres DeLeon, Tom Murphy, Zachary Shapiro, Joe Richards

Nay:

Abstain:

Pass: The Board adjourned at 6:02pm

Minutes Approved by Trinidad Ambulance District Board of Directors August 23, 2023



Zachary Shapiro, Chairperson

August 23, 2023
Date