

THOMPSON VALLEY HEALTH SERVICES DISTRICT

c/o TVEMS

4480 Clydesdale Parkway - Loveland, Colorado 80538

Phone (970) 663-6025

A Special Colorado Health Services District

Serving Southern Larimer County

Since 1968

Regular Board Meeting

January 31, 2013

Call to Order – 5:30 pm

- 🔊 **Roll Call** – R. Bates, M. Erickson, P. Farnham, B. Gustafson, S. Linden, A. Washnock, D. Adams (after taking oath of office, 6:20 p.m.)

Absent Excused

Absent Unexcused

- 🔊 **In attendance** – Board Member Candidates, T. McNally, D. Adams, Legal Counsel R. Lyons, Chief R. Leshner, Captain S. Forman, Captain M. Larson, Captain A. Simons, Captain M. Turner, M. Dolgener

- 🔊 **Public Comments** – Individual interviews of T. McNally and D. Adams began at 5:30 p.m. and concluded at 6:10 p.m. Each candidate gave a brief personal history and their reason(s) for wanting to serve on the TVHSD Board. The candidates had been provided with a questionnaire and returned the completed form prior to the interview process. Current members asked questions of each candidate based on those responses as well as other areas that they deemed pertinent and appropriate to the position applied for. Discussion revolved around whether to have a former member who has a medical background or a new member with a business background and more community involvement. Motion by P. Farnham, second by B. Gustafson to appoint D. Adams to fill the vacant board member seat that runs through May 2014 is carried with 5 yes votes and 1 no vote. D. Adams elected to stay after his interview and since he was available after the appointment decision R. Lyons issued oath of office and D. Adams began his board member term. R. Bates will notify T. McNally of the outcome. M. Dolgener will send required notices to SDA, State, etc.

🔊 **Minutes**

- ✳️ Action Item: November 2012 meeting minutes review & approval – Under Old Business make a correction to the first sentence, "...correction to subsidy to TVEMS..." TVEMS should be TVHSD. Under Chief's report second sentence, "...for the month of October 3 out of 5 arrests..." add Chief reported that 3 out 5 arrests..., and the third to last sentence "...Steve coffin resigned..." Coffin should be capitalized. Motion by P. Farnham, second by S. Linden to approve the November 2012 regular meeting minutes with corrections is carried unanimously.

🔊 **Approve Treasurer's Report**

- ✳️ Action Item: December 2012 unaudited financial statement review & approval – There will be a few year-end auditor adjusting entries that change the December 2012 statement. Once the audit is complete a final audited financial statement will be presented. S. Linden reported that some income areas finished the year above budget, revenue overall was a little below budget. The District still had a positive growth although about \$1 million less than expected. Once again, TVEMS did a good job to keep expenses down for the year. The balance sheet shows positive cash balance, which is always good. Motion by S. Linden, second by M. Erickson to make a \$100,000 balance sheet book transfer from TVHSD checking to COP prepayment. Motion by M. Erickson, second by A. Washnock to approve the December 2012 preliminary treasurer's report as presented is carried unanimously.

🔊 **Old Business** – R. Bates mentioned that it has been a couple of years since the last Board retreat. Having several new members he thought it was time to review the direction and goals of this Board. After calendars were consulted, the retreat will be held March 9, 2013 from 9:00 a.m. – 2:00 p.m. at Station 350 on Clydesdale Parkway.

🔊 **Committee Reports**

- Finance – S. Linden reported that the Finance Committee (S. Linden, M. Erickson, R. Bates with Chief Leshner and M. Dolgener in attendance) met on Tuesday to review the current balance sheet and income/expense report. S. Linden asked committee members if they find the financial graphs beneficial, and since they felt the reports were useful S. Linden will continue to send to all board members.
 - Liaisons
 - Long Range Task Force
 - Publicity
- Personnel/Morale – The Personnel Committee (A. Washnock and P. Farnham) met to review and revise the Chief's evaluation forms and process. The draft version has the same content as in prior years, just a new format. The draft form was distributed to members for review. The process will be to have the Chief complete the self evaluation areas then send that to the Board members; Board members will evaluate the Chief on his management and leadership abilities. Members will not complete their portion of the evaluation until the Chief returns his self evaluation which is to be completed by March 1. Members should return their completed evaluation portion form to the Personnel Committee members by March 15 to have the final evaluation ready for presentation at the March regular meeting. Motion by P. Farnham, second by A. Washnock to approve new forms was withdrawn. The Personnel Committee made a recommendation to adopt the new forms and would like any feedback from members soon.
- SDA – Annual conference is scheduled for Sept 18 – 20, 2013 at Keystone. There are several items of interest in the current newsletter; one in particular is regarding 2013 quarterly lunch meetings held in different areas throughout Colorado in an attempt to bring municipal, county, special district and school district officials together to network and explore opportunities for collaboration. The first meeting will be held in Alamosa on February 5.

🔊 **New Business** – Members need to designate TVHSD contact person and official posting places for meeting agendas and dates as required by State statutes; contact person is currently M. Dolgener and posting places are currently 4480 Clydesdale Pkwy, Berthoud Town Hall, Larimer County Clerk's Office in Ft. Collins and TVEMS website under TVHSD tab. Motion by P. Farnham, second by B. Gustafson to designate M. Dolgener as TVHSD contact person and to keep the current posting places with the addition of the Larimer County office in Loveland is carried unanimously.

🔊 **Legal (Attorney)** – R. Lyons reported there is lots of concern in legislature that special districts are not transparent enough when providing their information. One bill in committee is that a notice would have to be published when special districts raise rates. Another bill is to require the transparency notice (currently submitted to the state and available on-line) be complete on paper and filed with clerk and recorder to bring more transparency for special districts. A third bill introduced would require publication of legal notices on district website rather than local newspapers. R. Lyons recently had lunch with the current George K. Baum representative, Michael Pirsichitte. Mr. Pirsichitte would like to stop by a future board meeting to introduce himself and bring members up-to-date on bonds and interest rates.

🔊 **Chief's Report** – Chief Leshner began his report with an aerial view of the Clydesdale office. The photo was taken by one of the EMT's spouse who is a flight instructor at the helicopter school in Loveland. Chief reported that the IGA contract with the Loveland Fire Rescue

Authority has been signed by all parties and is official. Chief believes it is a solid contract and includes a one year notice from either party to get out of the contract. Chief said the negotiations between University Health and the Windsor-Severance Fire District to provide an ambulance in Johnstown and Windsor due to the slow response times from the Banner Health Ambulance (formerly Weld County Ambulance) are almost finalized. The transfer of ambulance service provider will take place May 15, 2013. TVEMS may work on an auto aid agreement to fill-in when an emergency drops and their ambulance is out, in which case we would cover that area and they would do the same for us. The Loaf-N-Jug just off the interstate is in Weld County and not in the Berthoud Fire Protection District (BFPD) district, so effective May 15th TVEMS will not respond to that area. TVEMS response times are sorted by Alpha (non emergency), Bravo (begins the emergency response), Charlie, Delta and Echo. We strive to meet, 90% of the time, a response at 9 minutes or less in the urban areas. Rural areas are more of a challenge to respond to in the 9 minute or less time frame. Lately the response at 9 minutes or less has been about 83%. We are always looking for areas where improvements can be made. Capt. Turner and Chief Leshner attended EMS day at the Capital along with other EMS agency representatives. We have had a change to the 2012 Capital; there was \$20,000 from TVEMS, matched with a State grant to purchase a Stryker bariatric lift system, but Stryker Company can't fulfill the order of that system. Another company called Ferno has a lift system and can fulfill the order along with two power cots at the same cost as the Stryker system. The State grant committee is OK with the order being switched to a new vendor. On New Year's Eve, the transfer van was rear-ended, the damage was cosmetic and repair costs will be about \$6,000. The other party did have insurance so costs will be covered by their carrier. Staffing updates: Jaron Francois has completed Paramedic school, Sara Enninga was promoted to fill the vacant Lieutenant position and we have hired six EMT's, 1 full time for the van and 5 per-diem.

📧 **Mail/E-Mail** – Two pieces of mail, one announcing the new partner at R. Lyons firm, the other a thank you from Banner Health for the Lifeline grant funding.

📧 **Social Meal** – February 20, 2013 , 7:00 a.m. at The Egg & I

📧 **Next Meeting:**

- Regular Board – February 28, 2013

Motion by S. Linden, second by M. Erickson to adjourn the January regular board meeting at 7:28 p.m. is carried unanimously.