

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
September 27, 2012 - 5:30 p.m.

Call to Order – R. Bates at 5:30 p.m.

🔊 **Roll Call** – R. Bates, M. Erickson, P. Farnham, B. Gustafson (5:37) , S. Linden, A. Washnock
Absent Excused
Absent Unexcused

🔊 **In attendance** – Board Counsel A. Reester, Chief R. Leshar, Capt. M. Larson, Capt. M. Turner, Materials Manager Tim Zimmerman, Administration Manager M. Dolgener

🔊 **Public Comments** - Chief Leshar introduced Tim Zimmerman. Tim was hired to fill the Materials Manager vacancy and has been in his new role since September 17th. Tim was the Director at Tri-Area Ambulance before it was dissolved into various fire departments and also the EMS Coordinator with Frederick Fire before bringing his expertise to TVEMS.

🔊 **Minutes**

✳️ Action Item – August 2012 meeting minutes approval – Motion by P. Farnham, second by M. Erickson to approve the August 2012 regular meeting minutes as presented is unanimously approved.

🔊 **Approve Treasurer's Report**

✳️ Action Item – August 2012 financial statement approval – S. Linden reported that the bottom line still to the good and there were no big changes on the August 2012 statement of income and expense. She and M. Erickson continue to refine the graphs. Chief Leshar reported that building maintenance and repair is over budget for the month due to the EMS Memorial Accounts Payable (A/P) down payment being coded as an expense rather than capital. The down payment will be reclassified on the October statement. Contract services account is over budget for the month due to the annual Tri-Tech software maintenance fee. Tri-Tech is the billing software program. R. Bates commented that the cash position remains very positive. Motion by M. Erickson, second by A. Washnock to approve the August 2012 financial statement is unanimously approved.

🔊 **Old Business** –

✳️ Action Item - Consideration of adoption of Resolution 2012-005 of Advocacy regarding Fire District mill levy question. There was a question regarding the Loveland-Reporter Herald article stating that EMS would have to cover medical calls without fire support if there Mill Levy question did not pass. Chief Leshar explained that we have already established a response system with Loveland Fire Department (LFD). They no longer respond to Alpha and Bravo dispatched medical calls unless it's an unknown Bravo. EMS staff can always request extra manpower from LFD once they are on-scene. LFD does respond on all Charlie, Delta and Echo medicals. Chief Leshar and Chief Mirowski have made several unsuccessful attempts to have the Loveland-Reported Herald speak with them to clarify the response agreement. Motion by M. Erickson, second by P. Farnham to approve Resolution 2012-005 adopting a position of advocacy pursuant to §1-45-117(1)(b)(III), C.R.S., in

support of the Loveland Rural Fire Protection District's referred measure to increase its operational revenues is unanimously approved.

- 🔊 **Committee Reports** – R. Bates commented that there is not a lot to report from the committees right now. He would like to see the committees be more formalized in their responsibilities. For example have the committees set regular meetings with the Chief or other appropriate personnel prior to the regular board meeting and then bring a summary report to the board meeting. R. Bates would be happy to sit on the Finance committee.
 - Finance
 - Liaisons – R. Bates has been in contact with Bobbi Sutton regarding grant proposals from 2011. He asked her to resubmit the proposals and be prepared to present them at the October regular meeting.
 - Long Range Task Force – Chief Leshar said many things have changed since the first long range plan was developed. We now need to look at different avenues and areas that may impact budget. The Community Paramedicine program, the mental health transfer van as examples are new to this system and there is no way to do a retrospective study.
 - Publicity
 - Personnel/Morale – Chief Leshar said that each monthly Officer's meeting a handful of Standard Operating Procedures (SOP's), policies and protocols are being reviewed for accuracy, redundancy and relevancy to current operations and then consolidated into one operating manual. May have some ready for review by Personnel Committee in January.
 - SDA – A. Washnock said no newsletter this month probably due to the time needed at the Annual Conference. M. Erickson and B. Gustafson attended the conference and said the speakers were informative and entertaining. They learned a lot of new things and have many questions for Chief Leshar. M. Erickson has a book and CD of Bryan Townsend one of the motivational speakers that members may borrow.

- 🔊 **New Business** – R. Bates read a letter of resignation from M. Childers effective 9/24/12. The By-laws give flexibility to how members elect to fill the vacancy. If a selection is not made within 60 days the board must notify the county commissioners and they have an option to appoint new board member. The board may continue the selection process after 60 days and appoint someone if the commissioners have not acted yet. After discussion the members asked M. Dolgener to notify the citizens that were on the May ballot, email all TVEMS employees and put a notice on the TVEMS webpage. Board members will encourage anyone they know that would be interested and a good fit for this board to submit their letter of interest. Members felt it was important to follow appointment procedures of the past by soliciting applicants and conducting interviews. Letters of interest must be received at 4480 Clydesdale Pkwy by October 19, 2012. Interviews will be conducted at the November 29, 2012 regular meeting.

TVEMS is requesting to add another cardholder to the business credit card for T. Zimmerman for use in the Materials Manager position. Motion by P. Farnham, second by B. Gustafson to approve the additional credit card with a line of credit maximum of \$5000 is unanimously approved.

- 🔊 **Legal (Attorney)** - A. Reester no report

- 🔊 **Chief's Report** – Chief Leshar thought he should keep in step with the NFL® and began his report by showing a photo of his "replacement" Captains. Station 350 has been keeping busy this past month; Loveland Fire department is undergoing a station remodel and could not conduct training there so we offered our classrooms for their use. EMSAC held their monthly meeting here at our facility for the first time, the Northern Colorado Fire Chiefs felt that our

location was central for them and once again held their meeting here. EMT class continues Tuesday – Thursday nights, the Larimer County Bomb Squad used our parking lot to demo a drone. Our quarterly case review was led by Dr. Collins. M. Finley has been busy preparing the emergency vehicles, buildings and plows for winter. Another patient with a successful outcome to her emergency brought her family to offer her gratitude to Lt. S. Coffin for saving her life. Loveland Reporter-Herald was contacted to see if they would cover the meeting, they declined. Banner Health notified us that the Greeley mental health facility is closing. This is a trend due to lack of insurance payments for in-patient stays longer than 72-hour mental health holds. We are readjusting our thought process for next year. The mental health transfer van may get busy having to make longer trips to get patients to open beds outside of The District. Chief Leshar checked with Weld County Paramedics to see how they are handling these types of transports and found that they have two vans running twenty-four hours with a third van running eight hours during the day. Mental health care is the biggest future problem for EMS. We didn't meet the 90% mark for response times under nine minutes again this month. Paul Ryan was in Fort Collins campaigning and the TEMS medics were on stand-by at the airport, but the overtime will be far less than when the President had his campaign stop here. We hired one full time paramedic fill a vacancy when one EMT left in July. Also hired were two per-diem EMTs. Call volume remains less than 2011.

Chief Leshar distributed the most recent draft of the 2013 proposed budget. He added a 10% increase for liability and health insurance. We received the preliminary County tax assessment numbers and added the 2013 mill levy. Salaries are the biggest increase percentage-wise compared to last year due to the addition of full time staff for the Community Paramedicine program, transport van and other programs, as well as possibly adding a step increase program; staff has only received cost of living increases for many years. Call or email Chief Leshar before the next board meeting with any questions. This version is very close to what should be the final draft. P. Farnham asked why the increase in employee training account, Chief Leshar said that 2012 will go over budget for a variety of reasons, one was sending the billing staff to be trained as Certified Ambulance Coders and that comes with some additional cost each year to maintain those certifications. The Community Paramedicine staff may receive critical care transport (CCT) training, which is a higher level of training and care than Paramedic. Colorado Chapter 2 rules limit what a Paramedic can do and the CCT training will allow TVEMS to apply for waivers and be able to transport more critical type patients without having to use other resources. A. Washnock thought the fuel/oil account was budgeted low, Chief Leshar will review current fuel/oil usage again to be sure nothing was overlooked. Other income does not include grants since that is unknown if funds will actually be granted. TVEMS plans to apply for approximately \$120,000 in grants next year. One grant is for a 50% match on a new ambulance, the other grant is for a \$40,000 training manikin. There are about six million dollars available grant funds available.

Mail/E-Mail

 **Social Meal** – October 17, 2012, 7:00 a.m. at The Egg & I

Next Meeting:

- Regular Board – October 25, 2012 - P Farnham, M Erickson, excused absence possibly B. Gustafson.

Adjourn – Motion by A. Washnock, second by M. Erickson to adjourn the regular board meeting at 6:42 p.m. is unanimously approved.