

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

(Amended)

November 17, 2011

Call to Order 5:31 by T. McNally

🔊 **Roll Call** – M. Childers, M. Erickson, P. Farnham, S. Linden, T. McNally
Absent Excused - R. Bates, A. Washnock
Absent Unexcused –

🔊 **In attendance:** Kimberly Culp Executive Director Larimer Emergency Telephone Authority (LETA), Chief Leshner, M. Turner Education Captain, M. Dolgener

🔊 **Public Comments** - K. Culp gave an overview of LETA and that she was very interested in leasing the vacant side of the Wilson station for LETA administrative offices. K. Culp said the LETA board was prepared to consider a proposal from the TVHSD board at their December meeting.

🔊 **Minutes**

M. Erickson said a correction to the 2nd line in the last paragraph regarding his biography should be changed from serves... to served... and from is a member... to was a member... (all should be past tense), also under Treasurers' report S. Linden said to change show to shows... Upon motion by M. Childers, second by S. Linden, the October 2011 regular meeting minutes are approved with three (3) in favor, two (2) abstentions, P. Farnham abstaining since she was not at the meeting and M. Erickson abstaining due to not being a member at the October meeting.

🔊 **Approve Treasurer's Report**

Upon motion by P. Farnham, second by T. McNally the October 2011 financial statement is approved with four (4) in favor, one (1) abstention, M. Erickson abstaining due to not being a member at the October meeting.

Old Business

Oath of Office administered to M. Erickson prior to regular meeting.

🔊 **Committee Reports**

- Finance – S. Linden set up on-line statements with Guaranty Bank and negotiated refund of wire transfer fees of \$220.00 and to have any future wire transfer fees discontinued.
- Liaisons – P. Farnham did not make any of the grammatical changes to the discretionary fund application but will complete that portion of the project. T. McNally was approached by B. Sutton from McKee Medical Center Patient and Community Services requesting a discretionary fund application. P. Farnham questioned why application was given out after September 1 as application states that they must be submitted on or prior to September 1, also are they expecting funding in current year or next year? Another question was whether any board member may act unilaterally and send an application to anyone requesting or does the board need to review and then send application if approved? Discussion: Should requests go through

committee or entire board? There is currently not a process in place as to how someone can receive an application for funding. Policy needs to be adopted for process of receiving application. Upon motion by M. Childers, second by P. Farnham to put application (available in pdf or MS Word format) and instructions for discretionary funds available to anyone who wants an application on the website and have it returned to TVEMS to be disseminated to entire board with monthly meeting packet is unanimously approved.

Discussion to entertain the two applications from McKee Medical Center Prescription Assistance Program and Banner Lifeline of McKee Medical Center resulted in questions about funding McKee Medical Center projects due the fact that they have more funding resources than TVHSD. T. McNally said the programs are a separate entity and run by McKee employees. The perception may be that TVHSD is favoring McKee Medical Center. They do serve the mission of TVHSD and directly impacts EMS. Decision is to review applications and discuss any action at January 2012 regular meeting. T. McNally will contact B. Sutton and have her provide amounts requested since they are not listed on application.

- Long Range Task Force – Chief Lesher distributed the updated 10-year plan, changes in retrospective studies, situational analysis, short and long term goals, population forecast, call volume, fleet cost unit hour utilization. Addition of discharge planner to help with non-emergency transfers. Notes: TVEMS received two grants approximately \$250,000.00 and brought on four (4) ambulances this year by re-chassis three (3) and one (1) new as normal per year. Page 14 financial outlook, page 15 capital vehicle cost rising 5%...should read remained steady throughout forecasts, 1.7 mill levy straight across, overall picture looks pretty good. Contact Chief Lesher with any questions.

- Publicity
- Personnel/Morale – A. Washnock and P. Farnham will schedule a meeting between Thanksgiving and Christmas.
- SDA

🗨️ **New Business** – Upon motion by M. Childers, second by P. Farnham to adopt 2012 budget resolution, resolution to appropriate funds, and set the mill levy as presented is passed with four (4) in favor, one (1) abstention from M. Erickson.

🗨️ **Legal (Attorney)**

🗨️ **Chiefs' Report** – Handout attached. Still have some issues with building that should be wrapped up by first of the year. Under 9 minute response times were at 89% for October. The long range plan is complete. The City of Loveland is a long way from dealing with a decision to purchase the Wilson station and Chief Lesher would like the Board to consider leasing the East side of the building. Chief Lesher said that the building could be isolated at the front door, allowing for three (3) offices, one (1) board room, one (1) classroom, two (2) bathrooms and a small break room. Chief Lesher researched costs and found the local lease range to be between \$5 and \$15 per sq. foot. The City of Loveland charged TVEMS \$4.50 per sq. foot to lease the airport station, so \$6 per sq. foot seems reasonable. Chief Lesher proposed a lease amount of \$1000 per month for the East side of the building plus \$400 per month for trash and a share of utilities, for a total monthly lease payment of \$1400. LETA provides a service that meets the TVHSD mission, and will keep the building operational. K. Culp presented LETA's strategic plan to grow full time staff currently at one (1) FTE, plus the need for additional space down the road. There has not been any consideration given to term of lease, but would like to be long term neighbors.

Motion by P. Farnham, second by M. Childers authorizing Chief Lesher to negotiate a lease with LETA for a term of not greater than 3 yrs at a rate of \$1400 per month with right of first refusal to purchase or lease renewal and to bring final lease back to the TVHSD board for final approval is unanimously approved. LETA board meets Dec 7, 2011.

All receipts for building project are not in but best guess is there will be approx \$400,000 left in UMB account. Chief Leshner requested to purchase a tenth ambulance plus all equipment at an approximate cost of \$200,000 which would allow the fleet to have one (1) back-up at each station. Motion by P. Farnham, second by M. Erickson to appropriate up to \$200,000 for a tenth ambulance, including equipment is unanimously approved.

The destination/activity report was distributed; call volume dropped 2%.

Mail/E-Mail - None

Schedule Social Meal – January 5, 2012 – 7:30a.m at The Egg & I

Next Meeting:

- Regular Board – January 26, 2012 - M. Childers will be out of town for January meeting.

Adjourn – Motion to adjourn regular meeting at 7:45 p.m. by S. Linden, second by M. Childers is unanimously approved.