

Regular Board Meeting
June 26, 2008 - 5:30 p.m.
Station 320 Holdeman Room

Call to Order – Meeting was called to order at 5:30 p.m. by E. Hughes

Roll Call – T. McNally, M. Childers, R. Bates, S. Linden, S. Gomez, E. Hughes

Absent Excused- A. Washnock

Also in attendance, Board Attorney, R. Lyons, Chief Leshner, Captain A. Simons, M. Dolgener

Public Comments- Loveland Fire Chief Mike Chard gave an update on the status of TVEMS and LFR co-existing in Fire Station 4 out at the Loveland-Ft. Collins Airport. Everything seemed to be on track with City Council last month. The airport Director recently spoke with Mark Miller, FAA regional supervisor, and was informed that having other agency staff members living in and dispatching out of that station would be construed as a residential property on airport facility, which goes against a new directive that specifically addresses residential property on airport facilities. Chief Chard and Keith Reester drafted a document as to why this would not be “residential” but emergency services to the regional FAA Director. Chief Chard is hoping to have a response in approximately 30 days. Due to the current interpretation of the FAA residential clause, TVEMS cannot move into the Fire Station at this time.

Approve Minutes – Under committee reports, change, “RFP was sent”, to read, “RFP will be sent”. Upon motion by M. Childers, second by R. Bates the May Board Meeting minutes are unanimously approved with amendment.

Approve Treasurer’s Report – S. Gomez reported that all is going well through May. Chief Leshner is doing a good job keeping expenses in line with budget. Salaries are still in line, even with recent unexpected overtime due to Windsor tornado. Fuel & Oil has been inline with budget to date, but will most likely go over next month as a direct result of rising fuel costs. Medicare revenue has seen an increase this year. Some of that is attributed to a carrier change. Upon motion by R. Bates, second by T. McNally the May financial statement is unanimously approved.

Finance Committee - R. Bates provided a sample Request for Proposal (RFP) that will be used to draft the letter to send to local CPA firms for their bid to prepare the annual audit. Letter will be sent in the next 2 weeks with RFP to be returned by July 1. The Finance Committee will review all returned RFP’s and possibly interview then make selection and give recommendation at August board meeting.

R. Bates provided a sample investment policy that could be used to develop the TVHSD policy. R. Lyons also provided a current investment policy written by another Special District that could be used as well. It was decided to choose a CPA firm first then work with them and R. Lyons on TVHSD investment policy.

Old Business - Approve By-Law revisions – Upon motion by T. McNally, second by M. Childers the TVHSD By-Laws as revised are unanimously approved.

Committee -

(Finance) – E. Hughes read the 2007 audit letter findings from CPA (see copy). The two accounting system problems have been resolved with the implementation of MAS90 accounting software effective January 1, 2008

(Publicity) – There was a brief discussion regarding the RH line complaint about the new ambulances. Chief Leshar reported that a Reporter-Herald journalist had been previously scheduled to interview him Friday for a future article on the new ambulances.

(Personnel/Morale) – At 6:18 p.m. upon motion by S. Linden, second by M. Childers, pursuant to Section 24-6-402(4)(f) it is unanimously approved to go into executive session to discuss Chief Leshar's annual evaluation. At 7:00 p.m. upon motion by S. Linden, second by E. Hughes, it is unanimously approved to adjourn executive session and return to the regular board meeting. After return to regular meeting at 7:01 p.m., some discussion took place about salary ranges and increase procedure for all staff. Upon motion by M. Childers, second by T. McNally it is unanimously approved to give Chief Leshar a percentage salary increase effective 3/1/08, equal to increase given to staff last year.

S. Linden referred to the recent SDA newsletter section on background checks, and reported that we are in compliance other than credit checks on staff, which will be implemented in July with first Administration new hire.

(Long Range Task Force) – No meeting in June.

(Liaisons) – T. McNally said there is not much to report. Talks have slowed down regarding the Psychiatric transfer vehicle, T, McNally is disappointed with current progress, but is optimistic that things will get going again soon.

(SDA) – T. McNally reported on a very good article in the SDA newsletter on the preparedness of emergency services including TVEMS when the tornado hit Windsor last month. T. McNally expressed his respect to how well prepared TVEMS is for disasters.

E. Hughes pointed out the article about the power outage at the Loveland dispatch command center last month affecting their ability to access their internet GPS & weather information systems. E. Hughes commended TVEMS staff for using their up-to-date IT knowledge & equipment to allow the Dispatch Center to monitor mapping & weather issues until power could be restored.

New Business -

Appoint Committee Members – S. Linden volunteered to become the third member of the Finance Committee along with S. Gomez and R. Bates. E. Hughes appointed A. Washnock to join S. Linden & E. Hughes on the Personnel Committee. M. Childers remains on the Quality Assurance Committee and T. McNally remains on the Liaison and SDA committees.

SDA Convention Attendee – E. Hughes asked who was planning to attend the SDA convention in Breckenridge, CO 9/18 & 9/19. There was a question if any reimbursement would be given to board member attendees. A motion by T. McNally, second M. Childers to send two board members and Chief to convention on annual basis with reimbursement for lodging & food and cost of registration. After discussion, T. McNally withdrew his motion and revised, with second by S. Linden, to send up to three board members and Chief annually to SDA convention. Revised motion is unanimously approved. Chief Leshar is directed to make room reservations Friday.

Legal (Attorney) - R. Lyons reported that A. Washnock did take her oath of office within the 30 day time frame, but submitted paperwork citing a serious family illness as good cause to take oath late. R. Lyons said July 25 is the deadline for letting the County know if TVHSD has any items to place on the ballot for the November elections.

Chief's Report - See handout. Chief Chard did a good job explaining FAA deal at airport Station 4, so will not repeat that information. The Metropolitan District deal continues to be negotiated, however the Chief would like to proceed at a slower pace, to give time to be sure TVHSD is getting the most benefit for lost tax revenue. Chief Leshner would like to work with Board Counsel to adopt a contract between TVHSD and Metropolitan District for future station/administration development. Chief Leshner read card from Donor alliance about the benefits of our skilled personnel and the cutting-edge equipment used can have on the preservation of viable organ and tissue for transplant. The Lucas device was used on a trauma cardiac arrest patient who ultimately was declared brain dead, but the efforts of our staff preserved the organs and tissue to be transplanted in at least five people. New ambulances are ready to serve the district and the staff is currently receiving training on proper operation. The Board will take a tour at end of the meeting. Dr. Cribari (surgeon at MCR) had a conversation with Chief Leshner today, and said he may be able to assist in finding living quarters at MCR for 24 hour staffing of P351. Chief Leshner reported that six new hires will begin orientation July 7; five are per-diem and one is full time. Chief Leshner said that he budgeted for a 2% increase in calls but actually we are running at about a 10% increase, so some actual costs may be over budget, such as fuel and medial supplies to compensate, but on the other side revenue (billed calls) should balance that out.

Misc items

Mail/E-Mail – Thank you from Healthy Beginnings for the quarterly donation.

Schedule Chief's Breakfast – Tuesday, July 15, 7:00 a.m. at The Egg & I

Next Meetings:

Finance Committee – July 30, 2008 – 5:00 p.m.

Long Range Planning – None

Regular Board – July 31, 2008 – 5:30 p.m.

Adjournment – Upon motion by S. Linden, second by M. Childers the regular board meeting was adjourned at 8:04 p.m.