

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

February 27, 2014

Call to Order 5:30 p.m. by R. Bates

- 🔊 **Roll Call** D. Adams, R. Bates, D. Davis, P. Farnham, B. Gustafson, S. Linden, A. Washnock
Absent Excused
Absent Unexcused

- 🔊 **In attendance** Legal Counsel A. Reester, Chief R. Leshner, Capt. A. Simons, M. Dolgener

🔊 **Public Comments**

🔊 **Minutes**

- ✳️ Action Item – January 2014 meeting minutes review & approval – Motion by D. Adams, second by B. Gustafson to accept the January regular meeting minutes as presented is unanimously approved.

🔊 **Approve Treasurer's Report**

- ✳️ Action Item – January 2014 financial statement review & approval – S. Linden reported that cash position from 1 year ago is down about \$300,000 which was expected, and net income is not as negative as budgeted. Most of the expense line items that are over budget will correct throughout the year. Medical supplies line item overage was for the replacement of six Cyanokit, which is a drug used to treat cyanide poisoning. License fees and contract services are budgeted equally over the year, because it is difficult to predict when vendors will invoice as they are not consistent with their invoicing time frames. Motion by A. Washnock, second by D. Adams to accept the January financial statement as presented is unanimously approved.

- 🔊 **Old Business** – Election update – DEO M. Dolgener reported that she has received two self-nomination forms for 4-year terms as of tonight (P. Farnham & D. Adams). Still open is a 2-year term to complete the appointment D. Davis filled and a 4-year term to fill S. Linden's term limited position. Friday, 2/28/14 is the last day for self-nomination forms to be returned and Monday, 3/3/14 is the last day to accept affidavit of intent to be a write-in candidate. M. Dolgener will cancel the election on Tuesday if there are more positions open than nomination forms. The two open positions will need to be appointed by the district board members no later than 60 days after the May 6, 2014 election. R. Bates suggested that if members know anyone who might be interested in filling the open positions to have them send their bios to M. Dolgener before the May meeting. All bios will be reviewed at the May meeting.

🔊 **Committee Reports**

- Finance – S. Linden transferred \$500,000 to TVEMS as approved at the January meeting. S. Linden researched setting up scheduled COP payments from the TVHSD account and found that it would include a \$25.00 per month charge. S. Linden will set the TVHSD account up authorizing M. Dolgener to transfer funds from that account to the TVEMS account after COP principal and interest payments have been made during the year.
- Liaisons

- Long Range Task Force
- Publicity – P. Farnham has been developing content for a flyer that would provide information about TVHSD & TVEMS and the contributions to the District. P. Farnham would like each member to review her ideas and contact her over the next month with any suggestions. An improved map of the District with a red line delineating response area will be included on the flyer. A few suggestions include contacting local hospitals for potential funding during a mil levy increase campaign, adding photos and testimonials.

P. Farnham sent a letter to Ann Terry at the SDA expressing her concerns regarding the lack of communication and follow-up with Chief Leshner to reschedule an interview for an article about the 2013 flood and the TVEMS staff participation. Through a series of voice mails between Ann Terry and Chief Leshner the last message was to contact Chief Leshner on Monday, 2/24/14. As of tonight Chief Leshner has not heard back from the SDA. At this point, the flood is old news and Chief Leshner feels there is no reason to move forward with interview.

- Personnel/Morale – Review Chief's goals – For the review period of March 2013 – February 2014, Chief Leshner reported that he successfully acquired and deployed the bariatric ambulance around mid-year 2013; this is the 11th ambulance in the fleet. He also created a job description for the position of General Operations Captain as requested for a succession plan. Chief Leshner did not move forward last year with a selection process due to budget concerns. He expects to be moving forward soon. Chief Leshner was only able to attend one national conference instead of two but did go to State EMS conference. For the review period of March 2014 – February 2015 Chief Leshner's goals are to attend two national conferences, continue to be actively involved with the station inventory in cooperation with Loveland Fire, begin the accreditation process; which is at minimum a 3 year process for completion and to begin the selection process for the General Operations Captain. Chief Leshner will complete his self-evaluation by the March meeting; P. Farnham will be absent, A. Washnock will follow up.
- SDA – From the February newsletter, A. Washnock reported that a correction to the January 15 statutory deadline requiring special district board members to file a report of gifts, money, honoraria, or other benefits received in connection with their public service has been removed from the calendar since the requirement has been cancelled. Also, special districts are no longer required to file an updated list of intergovernmental contracts/agreements, as a result the February 1 deadline has been deleted from the calendar. The standard IRS mileage rate has decreased slightly; from 56.5 cents to 56 cents per mile for business miles driven, 24 cents to 23.5 cents per mile driven for medical or moving purposes and 14 cents per mile driven in service of charitable organizations.

🔊 **New Business** - None

🔊 **Legal (Attorney)** – A. Reester reported that HB 1164 (election bill) passed and was signed by the Governor. HB 1164 restored special district procedures for polling place elections, eliminated service center requirements, mail-in ballot is one again called an absentee ballot, and removed the 30-day residency requirement. An item of interest with no impact on TVHSD is if any new Health Services Districts wish to form, those organizational elections must be held in November instead of May. There is a pet medical service bill currently being reviewed that should pass. Once passed, TVHSD will need to adopt a resolution authorizing TVEMS to carry pet medical equipment. Chief Leshner said that personalized EMS license plates may be available by the end of this year.

🔊 **Chief's Report** – In regards to Fire Station 2, Loveland city planning went through years of meeting notes etc. and have found that Fire Station 2 is not platted as part of North Lake Park. City planning personnel are now reviewing how much of the lake is owned by Greeley water.

- Berthoud Living Center staff was a little put out that we would not transport one of their residents to a physician appointment; this most likely will not hear from them but Chief Leshner thought the board should know in case a complaint should arise.
- A non-profit woman's networking group would like to use this facility for their meetings once a month. They would bring their own food and drink (adult beverage). Chief would like board direction on how they would like the buildings used for general public requests. After some discussion the board would like the Chief to develop a policy of no alcohol in TVHSD buildings and meeting rooms only available for use Mon – Fri 8 a.m. – 4 p.m.
- Station 2 (Wilson Ave.) & Station 4 (Sunview Dr.) appraisals are not coming in timely. Around 4:00 p.m. today Chief Leshner received the appraisal (\$300,000) for Station 4. Nothing has been received for Station 2 as of tonight. Chief Leshner will contact the appraisal office again requesting Station 2 appraisal before the March meeting.
- 2013 year-end reports indicate that the van is close to paying for itself. There were 680 billed transports generating \$125,965.77.
- TVEMS received a waiver by the State of Colorado to administer Tranexamic Acid (TXA) for trauma patients. TXA is a synthetic derivative of the amino acid lysine to aid in blood clotting.
- TVEMS received a notice that we were randomly selected for an audit to verify compliance with Colorado employment verification laws. The audit could result in monetary fines depending on audit findings.
- Call totals were positive for January and the under 9 minute response time was met 90% of the time.
- No employee changes in January.

Mail/E-Mail

Next Meeting:

- Regular Board, March 27, 2014. P Farnham has an excused absence in March. P. Farnham, S. Linden and B. Gustafson have an excused absence in April.

Adjourn – Motion by D. Adams, second by S. Linden to adjourn the regular meeting at 6:54 p.m. is unanimously approved.