

# THOMPSON VALLEY HEALTH SERVICES DISTRICT

c/o TVEMS

380 North Wilson Avenue - Loveland, Colorado 80537

Phone (970) 663-6025

A Special Colorado Health Services District

Serving Southern Larimer County

Since 1968

Regular Board Meeting  
April 30, 2009 - 5:30 p.m.  
Station 320 Holdeman Room

**Call to Order** 5:30 p.m. by Hughes

**Roll Call** – Bates, Gomez, Hughes, Linden, McNally, Washnock

**Absent Excused** – M. Childers

**Absent Unexcused**

**In attendance** – Loveland Fire Chief R. Mirowski, Loveland Fire Operations and Training Chief Ned Sparks, District Counsel R. Lyons, TVEMS Chief R. Leshner, Shift Captain Simons, Admin Captain Dolgener

**Public Comments** - Chief Ned Sparks stated that the recent change to internal training is an effort to help their personnel maintain certification status as a requirement to stay employed with Loveland Fire Department (LFD). The only real change is that LFD now has the ability to sign off on their personnel's training hours to certify for the state rather than have TVEMS track and sign off. The State approval was granted approximately 1 month ago. The two agencies still work together to provide training at various levels. Impact to TVEMS is relief from some administrative work; both agency education personnel will work together to insure the same training to provide the best care to community.

Chief Mirowski mentioned that he and his department are on the same page with Chief Leshner and TVEMS with goals and objectives and commitment to community. Working together on training gives opportunity to practice on things that are more complicated as well, such as on-scene command etc.

Chief Leshner commented that LFD would be reallocating the staff of Station 4 on May 15 to another location that provides better response and service to the community. Chief Ned Sparks has worked with the FAA to assist with the possible relocation of our Paramedic Unit 351 to the LFD Station 4 for the same reasons. More in Chief's report.

**Approve Minutes** – Upon motion by R. Bates, second by S. Gomez the February 2009 minutes are unanimously approved as written. The March 2009 meeting was cancelled due to inclement weather, the meeting minutes reflect the notice of the cancellation. Upon motion by R. Bates, second by A. Washnock the March meeting minutes are approved as written. E. Hughes wanted it noted in the April minutes that the Chief breakfast and quarterly finance meetings had been scheduled with notification to appropriate parties.

**Approve Treasurer's Report** – The February 2009 financial statement was reviewed. Upon motion by S. Gomez, second by T. McNally February 2009 statement is unanimously approved as presented.

The finance committee at the quarterly meeting reviewed the March 2009 financial statement. Committee members are pleased with outcome year-to-date, some areas to watch include

salaries and fuel. The salary calculations now reflect accrued salaries each month. Question on Admin. adjustment of \$21,000, M. Dolgener will review and re-categorize if necessary. Upon motion by T. McNally, second by A. Washnock the March 2009 financial statement is approved as presented.

S. Gomez is exploring services at other banks to see where we stand with current District bank. S. Gomez asked members over the next month to identify specifications and wish list of what District would like to have in way of services from bank.

## **Old Business**

- Approve excused absence by-law revision – T. McNally went over the revision items discussed at the February 2009 meeting. R. Lyons mentioned that the State statute says that 3 consecutive missed meetings will deem seat vacant, the board members may add two (2) in any eleven (11) unexcused will deem immediate review by other members. T. McNally will bring the final draft to May meeting for approval.
- By-law item 6.10, Chief of Thompson Valley EMS – Upon motion by S. Linden, second by R. Bates, the revision in verbiage is unanimously approved.
- Approve revised Chief's job description – Some discussion surrounded the education/experience section making the advanced degree required could exclude possible interviewing of excellent candidates. Leave in typical qualifications would include.....but add minimum of Bachelors degree or equivalent. Upon motion by S. Gomez, second by A. Washnock, the Chief's job description is unanimously approved as revised.
- Review & approve donation request form – Gomez/McNally – Requests for funds should include one page cover with intentions for funds and matrix form. Upon motion by T. McNally, second by R. Bates it is unanimously approved to accept matrix form with cover letter as presented.
- Business cards – Dolgener in process

## **🔊 Committee Reports**

- Finance – Set date for July & October Finance meeting – Quarterly Finance meeting set for July 28, 2009 at 5:15 p.m. The October quarterly meeting will be set at July meeting.
- Personnel/Morale – Pursuant to Section 24-6-402(4)(f) for purposes of discussing the Chief's performance evaluation, upon motion by E. Hughes, second by A. Washnock it is unanimously approved to go into executive session at 6:50 p.m. Upon motion by T. McNally, second by S. Linden it is unanimously approved to come out of executive 7:30 p.m. and return to the regular board meeting.

## **🔊 New Business**

🔊 **Legal (Attorney)** - R. Lyons received a request from Bondi & Co. for an audit opinion letter, asking for pending legal claims etc. R. Lyons completed and mailed today. SDA legislative meetings have been cancelled last three (3) meetings, so most everything on hold, nothing new to report.

🔊 **Chief's Report** – See handout - calls have leveled out and gone into the positive, collections are still under budget. Chief would like general direction to isolate a couple of properties to focus on. Fire station lease \$1566/month, FAA, City of Loveland, Airport manager have all approved our occupation. Discussion of properties included cost, location, and ambulance access (ease of response, roundabouts, etc). Upon motion by R. Bates, second by T. McNally, it is unanimously approved to have Chief Leshner pursue the City of Loveland option to lease the airport facility and then take time to visit other property options.

## **🔊 Mail/E-Mail**

🗄️ **Schedule Chief's Breakfast** – Thursday, May 14, 7:00 a.m. The Egg & I

🗄️ **Next Meetings:**

- Regular Board – May 28, 2009 – 5:30 p.m.

**Adjournment** – Upon motion by R. Bates, second by S. Gomez it is unanimously approved to adjourn the regular board meeting at 8:15 p.m.