

THOMPSON VALLEY HEALTH SERVICES DISTRICT

c/o TVEMS

4480 Clydesdale Pkwy - Loveland, Colorado 80538

Phone (970) 663-6025

A Special Colorado Health Services District

Serving Southern Larimer County

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Regular Board Meeting
Amended
July 26, 2012 - 3:30 p.m.
4480 Clydesdale Pkwy

Call to Order – 3:35 p.m. by R. Bates

Roll Call – R. Bates, M. Erickson, P. Farnham, B. Gustafson, S. Linden, A. Washnock
(M. Childers joined the Board at 6:15 p.m.)

In attendance – Legal Counsel R. Lyons, Chief R. Leshner

Board Training and Review. Mr. Lyons presented three Board training/review sessions, copies of which are attached to these minutes.

Recess; Call Back to Order. R. Bates called a recess at 5:15 p.m. for the Board's dinner. The meeting was called back to order at 5:35 p.m.

Public Comments- None.

Minutes

* Action Item – The minutes of the June 28, 2012 regular were reviewed for approval. M. Erickson suggested to change the committee appointment discussion on second page to read "to Finance" instead of "to Treasurer." Motion by M. Erickson, seconded by S. Linden, to accept the June 28, 2012 minutes, as amended, was unanimously approved.

Approve Treasurer's Report

* Action Item –S. Linden presented the Board with an income and expense statement in a new format that reflects revenues and expenditures on a per month basis and in comparison with the approved Budget amounts. It was the consensus of the Board that the new format was useful to better understand the financial position. A question was raised as to banking charges but discussion was deferred to the August meeting. S. Linden commented that she will experiment with producing graphs to better demonstrate financial trends. The Board discussed the merits of showing mill levy tax revenues prorated on a monthly basis throughout the year. It was noted that the balance sheet indicated that the District is approximately \$500,000 ahead of budget for the first 6 months. S. Linden reported that she transferred \$1,000 from TVHSD account for Todd Seek Memorial Golf Tournament as approved at the June regular meeting. S. Linden noted the Revenue:Private Pay seemed high on the July income and expense report and the Chief Leshner would check it out. Motion by B. Gustafson, seconded by M. Erickson, to approve the Treasurer's report, as presented, was unanimously approved.

🔊 **Old Business – By-law review**

The Board reviewed the existing Bylaws for possible revision and updating. The last review was conducted in April 2010. The following suggested changes were discussed:

Section 3: New address should be inserted.

Section 5.2: New legislation in 2012 clarifies that no secret ballots can be conducted by the Board except for the election of its officers. R. Lyons will insert the statutory language.

Section 6.3: The language regarding “Secretary to” and “Secretary of” the Board should be clarified.

Section 6.10: The job description of the Chief should be updated.

Section 11: R. Lyons will review the statutory changes regarding construction payments and make the appropriate modifications.

The amended Bylaws will be presented to the Board for approval at the August meeting.

🔊 **Committee Reports**

- Finance : No report.
- Liaisons : R. Bates reported that T. McNally transferred his files to R. Bates.
- Long Range Task Force: No report.
- Publicity: No report.
- Personnel/Morale: No report.
- SDA: Attendees at SDA Conference in September will be M. Erickson and B. Gustafson.

🔊 **New Business – None.**

🔊 **Legal (Attorney)** - Legal Counsel R. Lyons reported that one lesson to be learned from the Penn State abuse case is that entities should have a policy that clearly authorizes any employee to report any form of wrongdoing (not just sexual harassment) to anyone in a position of authority. The Penn State Athletic Dept.’s janitors testified that they were afraid of losing their jobs if they reported the suspected abuse to their superior within the Athletic Dept. Chief Leshar assured the Board that he has such an administrative policy in place and that it is well understood by all employees.

🔊 **Chief’s Report** Chief Leshar reported:

1. The Glide Scopes arrived and are in use on all ambulances.
2. The new Freewheel Mobility van with wheelchair accessibility has arrived and is available for Board viewing after the meeting. Both McKee Medical Center and the Rehab Center have expressed interest in a joint usage agreement for the van. Chief Leshar commented that with the arrival of the van, less wear/tear will be incurred by the ambulances and that revenues lost due to ambulance unavailability should be reduced because ambulances will stay in service.

3. Response times: 82% at 8 minutes
90% at 9 minutes
94% at 10 minutes
4. Chief Lesher has had meetings with Banner's mental health department representatives to review possible start-up of the Community Paramedic Program. Chief Lesher will make a presentation to the EMS division of the State Health Department on July 27. At this time, the state is undecided as to whether such programs will be regulated as home health care or as ambulance services.
5. Two garage door accidents and two blown tires this past month. Chief Lesher is reviewing the incidents.
6. One employee has resigned to enroll in nursing school. For the first time in 2 years the District will establish a hiring list. Jaron Francois has been sent to paramedic school.
7. A group of employees within the Department would like to establish a memorial to the two employees who have died while employed by the District. The memorial was not included into the cost of the building due to the additional estimated cost of approximately \$4,500. The Board suggested incorporating fund raising for the memorial into the golf tournament. It was the consensus of the Board that a flag pole be included with the memorial construction but with its cost being included in the 2013 budget. It was also suggested that a flagstone or other walkway be installed to the memorial/flag pole.
8. Chief Lesher distributed the Transport Report for June, 2012.

🔊 **Mail/E-Mail** –None.

🔊 **Schedule Social Meal** – Monday, August 13, 2012, 7:00 a.m. at The Egg & I.

🔊 **Next Meeting.** Regular Board – August 30, 2012

🔊 **Adjourn** – R. Bates adjourned the meeting at 7:00 p.m.