

# 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

September 26, 2013

**Call to Order** – 5:31 p.m. by R. Bates

**Roll Call** – D. Adams, R. Bates, D. Davis, P. Farnham, B. Gustafson (5:45), S. Linden, A. Washnock

Absent Excused

Absent Unexcused

**In attendance** – Legal Counsel R. Lyons, Chief R. Leshner, M. Dolgener

**Public Comments**

**Minutes**

- Action Item – August 2013 meeting minutes review & approval – Motion by D. Adams, seconded by A. Washnock to accept the August 2013 regular meeting minutes as presented is unanimously approved.

**Approve Treasurer's Report**

- Action Item – August 2013 financial statement review & approval – S. Linden reported line items are looking about the same on the P&L statement, expenses are staying low, and income is still down but not as much. From the balance sheet cash had slowly been increasing, but will begin to drop as mill levy will decrease for the rest of the year. Accounts Receivable (AR) has been increasing. M. Dolgener reported that the Administration staff is working to get the A/R down by year end. S. Linden mentioned that TVHSD received a check in the amount of \$106.67 from Larimer County for the 2012 impact assistance grant monies distribution. Motion by D. Davis, seconded by A. Washnock, to accept the August 2013 financial statement as presented is unanimously approved.

**Old Business** – Final 2012 audit reports and a member address and term list was distributed to each member. S. Linden will send the approved Banner Life Line funds in May 2014.

**Committee Reports**

- Finance (Linden/Davis) – Currently the TVHSD checking account has only one authorized signer, and the auditor's recommendation is to have two authorized signers. A. Washnock was nominated and accepted the responsibility to become an authorized check signer on the TVHSD checking account. Motion by D. Adams, seconded by P. Farnham to select A. Washnock as second signer on account is unanimously approved.
- Liaisons
- Long Range Task Force (Gustafson/Adams) – Chief and committee members will set a future time to meet to begin a review of options.
- Publicity (Farnham)
- Personnel/Morale (Washnock/Farnham)
- SDA (Washnock) – Newsletter was all about the annual conference. D. Adams thought the conference was very worthwhile. He brought back information for Chief and M. Dolgener

regarding Healthcare and HIPAA. One presenter focused on maintaining a cohesive team and how an individual from the team can disrupt the power of the team. There was some discussion about the possibility of having the speaker present his program to TVHSD Board, TVEMS and LFD management staff.

## 🔊 **New Business**

🔊 **Legal (Attorney)** – R. Lyons reported that the SDA Conference was good. Although the “dumb dumb board” presentation is a good synopsis of how to run a board he does disagree on two things; 1. There’s no requirement for approval of minutes. R. Lyons said that even though there is not a State Statute requiring approval there is a provision that an accurate record of all transactions is to be kept. Which would lead you to believe that minutes should be approved to be ensure they are accurate. 2. Boards can have a quorum if all members attend by speaker phone. R. Lyons believes you must have a physical quorum present and then others can attend by speaker phone. R. Lyons reminded members that a draft budget must be presented by October 15.

## 🔊 **Chief’s Report –**

- Vehicle update -The new ambulance arrived and the process of getting equipment on board may take a month or two before it’s ready for Larimer and Weld County inspection and license approval. Once all equipment and invoices have been received an invoice will be sent to the Colorado Department of Health grant funding office for processing of out approved grant check.
- Call volume - Call totals for the month crossed the 1000 mark. YTD totals are up 286 calls. The van was over the 70 call mark last month and this is the first month we had a prior year comparison. 414 calls have been taken by the van YTD, which relieves the 911 ambulance from being out of service for non-emergent transports comprised mostly of mental health facility to facility transports.
- Staff update - One new paramedic resigned and was replaced with next Paramedic on the hiring list.
- Bond funds - UMB bank is holding bond funds from the construction account totaling \$362,381.26. Those funds can be used towards debt services, additional property acquisition (long range plan), or capital for station 350. Chief reported that original plans did not include for a power disruption during a storm or disaster and having a generator as alternate power source in place is one idea for station capital. A generator large enough to maintain operations would cost approximately \$65,000.
- Revised capital budget - The approved capital amounts remain the same but the items being purchased has been revised: Another heart monitor (11<sup>th</sup>) to equip new ambulance (\$30,000) largest portion of change, the rest is other parts and pieces to equip the new ambulance. The education mannequin from original capital has been removed. Lap top replacements did not amount to enough to reach \$5,000 capital minimum cost. Motion to accept the changes to the 2013 capital budget by D. Adams, seconded by P. Farnham is unanimously approved.
- 2014 budget review – Draft budget was presented and reviewed, the large increase on the salary side is to accommodate the Community Paramedicine Program, and succession plan staffing.
- 10-year financial projection – The 10-year plan was distributed for review.
- Other miscellaneous items – TVEMS loaned the Kawasaki mule to City of Loveland for power line checks. The Loveland Fire training grounds flooded, so we offered our classroom area for them to meet for the next 10 weeks. There have been some upper management changes at Banner Health that should not have any impact on TVEMS.

**✉ Mail/E-Mail**

**✉ Social Meal** – October 16, Egg & I, 7:00 am

**✉ Next Meeting:**

- Regular Board – October 31, 2013 5:30 p.m.

**Adjourn** – Motion by D. Adams, seconded by P. Farnham to adjourn at 7:07 p.m. is unanimously approved.