

HIGHLAND RESCUE TEAM AMBULANCE DISTRICT (HRTAD) BOARD OF DIRECTORS MEETING MINUTES

Highland Station 317 S Lookout Mountain Rd

July 16, 2024, at 2:30 p.m.

President Terry McCarthy called the meeting to order at 2:33 p.m.

Directors present: President Terry McCarthy, Treasurer Dan Kasinec (via Zoom), and Sharon Jones, Chris Garlasco. Director Kara Cooper absent, excused.

Others present: Chief Bob Fager, Deputy Chief of Operations Damon Brown, Administrator Laura Cardon, Accountant Christina Jantzef (via Zoom), and Lieutenant Caryl Joyce.

ANNOUNCEMENTS

There were no announcements.

MINUTES

Director Garlasco moved to approve the June meeting minutes with the addition of titles for applicable board members. Director Jones seconded the motion. Unanimous approval.

FINANCIAL REPORT

June Billing (L. Cardon)

- Systems Design West (SDW) billed \$38,387 for 25 transports in June. An average amount was written off and sent to collections.
- Patients with insurance were above average in June and made up the largest portion of patients. Patients without insurance was down to 20%, which was closer to the portion of patients in April, although still higher than previous annual averages.
- For full details refer to the 2024-07 Admin Report document.

Monthly Financial Report (C. Jantzef)

- All expenses and revenue are on target for this time of year, except for administrative costs that are high due to legal expenses.
- Accounting expenses were also a bit high due to the increased labor for transitioning to new accounting systems. Capital expenses are low due to the delay in getting the new ambulance.
- For full details refer to the Memo 06-24 document.

CHIEF'S REPORT

- The district responded to 66 calls in June, bringing us to 422 calls for 2024.
- One former member is returning to Highland and one member has come off a leave of absence. Both will start picking up shifts in August.

- Highland has seen a big increase in applications after simplifying the initial application process. Highland members have also done a great job of recruiting and several applicants are direct referrals from current members.
- Rope Rescue Team Academy kicked off in June. This will train new and current members for high-angle rope rescue calls.
- The Peer Support Team is making steady progress. Six members are currently completing the 30-hour training to be certified Peer Supporters. They will join the Never Alone Team, which includes Genesee Fire, Golden Fire, Pleasant View Fire, and other neighboring departments).

NEW BUSINESS

There was no new business.

OLD BUSINESS

Digital Accessibility (L. Cardon)

- The state legislature passed a bill that extended the deadline for digital accessibility updates. Highlands only outstanding accessibility issues are the responsibility of the state's contractor, Tyler Colorado, since Highland uses the state's website template. All content on the website is up to ADA standards as of July 1, the original deadline.

Bank Account Consolidation (D. Kasinec)

- Director Kasinec is working closely with Ms. Jantzeff to start the process of consolidating Highland's bank accounts to be more efficient for accounting and auditing. They will have an update at the August board meeting.

ADJOURNMENT

Director Garlasco moved to adjourn the meeting. Director Jones seconded the motion. The meeting adjourned at 3:06 p.m.