

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

Highland Station 317 S Lookout Mountain Rd

August 13, 2024, at 2:30 p.m.

President Terry McCarthy called the meeting to order at 2:32 p.m.

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

Others present: Chief Bob Fager, Assistant Chief Steve Telgener, Administrator Laura Cardon, Accountant Christina Jantzeff (via Zoom), and Lieutenant Carl Joyce.

ANNOUNCEMENTS

The board thanked Deputy Chief Damon Brown for his work to make the annual open house a great event.

ADMIN REPORT (L.CARDON)

Systems Design West (SDW) billed \$53,122 for 35 transports in July, which was our busiest month this year for transports. An average amount was written off and sent to collections.

Patients with Medicare made up the largest portion of patients in July. Patients without insurance was down to 17%, which was closer to the 2024 average.

For full details refer to the 2024-08 Admin Report document.

CHIEF'S REPORT (B. FAGER)

The district responded to 91 calls in July and transported 35 patients. The district has responded to 502 calls to date in 2024.

1 EMT has gone on a leave of absence. The district will have a new class of probationary members starting in September. The Training Director is currently conducting skills evaluations. Deputy Chief Brown is setting up interview times.

The annual open house was last weekend. Chief Fager asked the board for any ideas to better market the event. Assistant Chief Telgener said Rhonda Cameron from Foothills Fire Department has agreed to help with marketing for 2025. Chief Fager noted the new Public Information Officer is working on improving community awareness year-round. The board suggested various ideas including more advance notice, more frequent communications through local publications like the Genescene, and advertising other departments' presence and kid-friendly activities. Assistant Chief Telgener

committed to engaging with HRTAD volunteers to gauge interest and availability in helping with marketing.

Chief Fager did not have any updates on facilities. President McCarthy requested Deputy Chief Brown map out a rough timeline for the facilities projects, acknowledge it is a long-term multi-year project.

Budgeting work for 2025 is beginning. The public hearing for the budget is in November and the budget is approved in December.

Chief Fager noted he and Deputy Chief Brown will be absent at the next board meeting while they attend the EMS World Conference. Assistant Chief Telgener will lead the meeting.

Lieutenant Joyce just returned from working on the Badland Complex Fire in Oregon. HRTAD members also spent two days supporting firefighters on the Quarry Fire. President McCarthy asked Lieutenant Joyce if there was anything notable to report. Lieutenant Joyce commented that the Pacific Northwest is still very active with fires and nationally the level of preparedness is still at its highest (level five). Chief Fager noted this has been a busier season in Colorado compared to last year and that several small fires have been quickly put out, including one nearby between I-70 and Flatirons Community Church.

For full details, refer to Chiefs report -2024-08 pdf.

NEW BUSINESS

There was no new business.

OLD BUSINESS

Bank Account Consolidation Update (D. Kasinec)

Director Kasinec has worked closely with Ms. Jantzeff to consolidate HRTAD's bank accounts with First Bank for easier administration. They decided to merge the district's HRA accounts, Money Market account, and regular checking accounts. Excess funds will be continuously swept into a COLOTRUST savings account with higher interest rates.

This will result in two less accounts to reconcile each month and will ensure the bulk of the district's funds are in higher interest-earning accounts.

Public Comment Policy (L. Cardon)

Ms. Cardon proposed a public comment policy similar to the City of Golden's. Comments can be submitted via email or in person at the board meeting. If members of the public want to add an agenda item, they will be able to contact Ms. Cardon in

advance of the meeting to do so. The board asked Ms. Cardon to bring a final draft for board approval to the September board meeting.

FINANCIAL REPORT (C. JANTZEF)

Revenue is above target and all expenses are still trending on or below target. Real property taxes are above target and the district received more than the forecasted amount.

During the meeting, Ms. Jantzeff reported she was trying to contact the County Treasurer's office to figure out why the district received more funds.

Following the meeting, Ms. Jantzeff reported via email that the extra revenue was identified as backfill from Senate Bills 22 and 23-B for property tax relief. This will result in additional unbudgeted revenue of \$60,461 in 2024.

Director Kasinec asked whether there should be a more specific line item for HR consulting expenses. Currently they are under administrative legal expenses. Chief Fager and the board agreed that a separate HR consulting line item would be helpful. Ms. Jantzeff agreed to make that addition to the operations budget by the next board meeting.

For full details, refer to Memo 08-24.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Director Garlasco moved to adjourn the meeting. President McCarthy seconded the motion. The meeting adjourned at 3:20 p.m.