

HIGHLAND RESCUE TEAM AMBULANCE DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Highland Station

317 South Lookout Mountain Road

January 14, 2025

2:30 p.m.

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

Others present: Chief Bob Fager, Assistant Chief Steve Telgener, Accountant Christina Jantzef, Lieutenant Carl Joyce, and Administrator Laura Cardon.

CALL TO ORDER

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

ANNOUNCEMENTS

There were no announcements.

PREVIOUS MEETING MINUTES

President McCarthy asked if there were any questions on the December 2024 draft meeting minutes. There being no questions on the minutes, Director Garlasco moved to approve the previous meeting's minute. Director Cooper second. Motion approved unanimously.

FINANCIAL REPORTS

Admin Report (L. Cardon)

The district billed \$31,746 for 21 transports. The outstanding balance continued to decrease to \$111,140. At the end of 2024, there were 92 active accounts, just over half of which were self-pay. In 2024, most patients (41%) had Medicare insurance.

BC Services has 224 accounts in collections with an average balance of \$1,188.

For full details, refer to the 2025-01 Admin Report and 2024 YTD Admin Report.

Financial Report (C. Jantzef)

Fee revenue, property tax revenue and wildland deployment revenue were all above budget which made for a strong year financially. All expenses were below target, except for operations which were slightly above target. Positive change in our total balance of just above \$300k.

There is a placeholder figure for 2024 LOSAP disbursement and worker's comp payroll audit, but the 2024 year-end financials shouldn't change too significantly once those actual numbers are received. The budget will not need to be amended since the district ended the year below target for overall expenses.

Audit fieldwork starts in mid-March.

CHIEF'S REPORT (B. Fager)

December is typically a pretty slow month. Calls increase when the weather gets really bad, and we haven't had many major storms. In 2024, Highland responded to 786 calls and transported 315 patients. These numbers are very close to last year and slightly down from two years ago.

One paramedic has moved to PRN. Two volunteer paramedics are coming off leaves of absence in January. One volunteer EMT left Highland due to out-of-state employment.

Facility Update

The Mt. Vernon Board of Directors have had a few additional questions about the land expansion request Highland made. That request is working its way through their committee process.

Grant Funding

The district received a \$1,700 grant from Foothills RETAC to buy five Reeve's stretchers. These stretchers have more stability than Megamovers to move patients from narrow or enclosed areas. Members are really excited for this new equipment.

Chief Fager is continuing to work on a grant to pay for new radios. The district is requesting approximately \$80,000 for new radios through the Colorado Department of Public Health as discussed at the last meeting. This grant program is funded by car registration fees.

NEW BUSINESS

2025 Election (L. Cardon)

Calls for Nominations must be provided no earlier than January 26 and no later than February 20, 2025. Nomination Forms must be received by February 28, 2025. Write-in Candidates must file an Affidavit of Intent by March 3, 2025. If there are no more candidates than positions to be filled, the election can be cancelled by March 4, 2025.

The Call for Nominations will be posted on the Highland website on January 26, 2025. The election will be held May 6, 2025.

2025 District Filings (L. Cardon)

Resolution 2025-01 is an annual resolution the board passes to codify the posting location for board meeting agendas. After a discussion of the annual resolution and the need for a resolution from the Board, Director Garlasco moved to pass the Resolution. Director Cooper seconded the motion. Resolution 2025-01 unanimously approved.

Lincoln Financial

Lincoln Financial is offering members a new service called Managed by Morningstar to manage their investments. There are an additional 0.45% of fees. Members can opt in or out at any time. The district wanted to make the board aware of this new service. Ms. Cardon will make sure members are aware of the additional fees and opt in or out process.

OLD BUSINESS

Facility Improvements (B. Fager)

President McCarthy and Director Garlasco discussed facility update plans on December 11, 2024, with Chief Fager and Deputy Chief Brown to identify priorities to share with the board. Chief Fager shared these priorities in order of greatest importance.

The district's primary needs are an expanded septic system and parking. For the building itself, the district needs improved office space; an expanded stockroom; and a locker room for gear storage away from diesel fuel exhaust, which is a known carcinogen.

Additional priorities that are requested by members are a rec room and a gym. The lowest priority is another bay to accommodate a vehicle for the community paramedic program.

Director Kasinec asked how likely the bay would be needed in the next five years. Chief Fager estimated that a vehicle for the community paramedic program would be purchased in the next five years.

Director Garlasco commented that she discussed with President McCarthy, Chief Fager, and Deputy Chief Brown getting cost estimates and selecting a vendor by the end of 2025 for budget forecasting. Breaking ground would not be before 2026.

Director Kasinec commented that the timeline aligns with the state's timeline for finalizing changes to property tax rates, which would give the district a better idea of future revenue.

President McCarthy expressed gratitude for Director Garlasco bringing structure and process to the project. He added that a motion to support the project would help move the process forward.

Director Garlasco proposed a motion for the board to support a formal process of a phased, long-range project to expand and update the district's facilities. Director Kasinec seconded the motion. Approved unanimously.

At the next meeting, Deputy Chief Brown will report on the three firms he has spoken with about the project so far.

PUBLIC COMMENT

There was no public comment.

ADJOURN

President McCarthy moved to adjourn the meeting at 3:29 p.m. Director Kasinec seconded the motion. Unanimously approved.