

# HIGHLAND RESCUE TEAM AMBULANCE DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Highland Station

317 South Lookout Mountain Road

May 13, 2025

2:30 p.m.

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

**Others present:** Accountant Christina Jantzef (phone) and Administrator Laura Cardon.

## **CALL TO ORDER**

President McCarthy called the meeting to order at 2:37 p.m.

## **ANNOUNCEMENTS**

There were no announcements.

## **PREVIOUS MEETING MINUTES**

Director Garlasco moved to approve the April board meeting minutes. Director Cooper seconded the motion. Approved unanimously.

## **FINANCIAL REPORTS**

*Financial Report (C. Jantzef)*

Tax revenue is above target due to time of year. Total revenues are slightly below target.

Operational expenses are below target. Safety and training is above target due to timing and paying for employees to attend the EMS Leadership Academy, although that will be offset by grant income. Apparatus and equipment expenses are below target. Facilities and station supplies are above target due to the time of year. Administration expenses are below target due to timing in salaries and the cancelled election.

Capital outlay expenses are above target since the new ambulance was paid for in April. Due to the timing of that payment, expenses are above target, resulting in a negative net change in the fund balance.

The sale of the old ambulance has been recorded, minus the small amount of depreciation it had left.

There have been no updates from the financial auditors. No updates on 2024 audit.

For complete details, refer to the Memo 04-25 pdf.

#### *Admin Report (L. Cardon) - Information*

Highland transported 27 patients in April 2025, billing \$40,376. The district received \$12,109. \$14,057 was written off and \$8,331 were sent to collections. The ending balance for medical bills was \$107,791, which is an increase from last month. However, the balance has been steadily decreasing over the last year. In April 2024, the ending balance was \$134,495.

Patients with Medicare and without insurance continued to decrease in 2025. Year to date, 53% of patients rely on Medicare. 23% of patients use commercial insurance, which is an increase. Self-pay patients make up 14% of patients year-to-date.

Bills are spending slightly more time in accounts receivable, with the average increasing to 86 days. There are 95 outstanding bills, 53 of which are self-pay.

The settlement campaign with the district's collection company has been running for a full month. \$980 was collected and \$528 in debt was cancelled, which reflects the discount offered to patients able to pay off their account in a lump sum. After collection agency fees, the district received \$735 of that amount. The agency estimated just over \$5,000 could be recovered over six months, so receiving just under \$1,000 in the first month is on track for that estimate.

For complete details, refer to the 2024-05 Admin Report - April2025 pdf.

#### **CHIEF'S REPORT (Laura Cardon)**

Ms. Cardon provided the Chief's Report in Chief Fager's absence. He is attending the EMS Leadership Academy with Deputy Chief Damon Brown and Captain John Singsheim.

#### *Staffing Updates*

David Leonard has resigned from his position as a PRN paramedic. Lieutenant Jasmine Burke, the new Deputy Director of Training, has cleared as a medic and has begun picking up ALS shifts. She's doing great and has already been an excellent resource to the team.

Three more probationary members from the fall class have been cleared. The spring class of five probationary members have started their shifts and are doing really well.

#### *Grant Updates*

Highland received laudatory reviews from the regional board for the EMTS grant, which is requesting approximately \$40,000 for new radios. Chief Fager's grant proposal was extremely detailed and well thought out to demonstrate the need for new radios and that we have stretched the useful life of our current radios as long as possible. This grant will be awarded in late June.

Highland received \$2,700 from the Golden Civic Foundation, which will pay for the EMS Leadership Academy when combined with money awarded last month from the CREATE grant. President McCarthy will be attending the Foundation's Community Grants breakfast on May 14.

The district also received a \$300 gift card donation from Harbor Freight Tools' Gives Back program. Deputy Chief Damon Brown was able to fill in holes in the district's tool inventory with the donation.

### *Apparatus Updates*

Deputy Chief Brown and EMT Seth Carter flew to Washington last week to pick up the new ambulance. Volunteer and paid crews are working to equip it this week to be inspected by the state on Monday, May 19.

The old ambulance 287 has some minor mechanical issues that need to be evaluated before putting it up for auction using the same site we recently used to sell ambulance 289.

### *Training Updates*

The annual skills day on Saturday was a big success, with attendees from Highland, Foothills Fire, Genesee Fire, Indian Hills Fire, Coal Creek Fire, and more. We had instructors from Highland, St. Anthony's Hospital, and Children's Hospital. Former Training Director Steve Drago now volunteers to put on and coordinate this event, which is a massive undertaking. Current Training Director, Captain Dan Vinnola, and Deputy Director of Training, Lieutenant Jasmine Burke, both put in a lot of work to help make the event a success.

The event was a mix of lecture and hands-on training. Having attendees from multiple agencies helps our crews work better together on calls thanks to the team-building and consistent training offered by the skills day. Chief Fager received great feedback from everyone who attended.

### *District Updates*

A landowner interested in developing the property adjacent to Foothill Fire's Rainbow Hills Station has petitioned to be annexed into Evergreen Fire Rescue's district. The property must first be excluded from Foothills Fire and Highland's district if the annexation were to move forward. Foothills is not expected to agree to the exclusion, so likely it will not be an

issue from Highland. If it does come to Highland, Chief Fager did not recommend granting such an exclusion. It would reduce the district's tax base with no operational upside.

### *Legislative Updates*

House Bill 25-1088, which would require private insurance carriers to pay our full advertised billing rates, has passed both the House and Senate with unanimous approval. Governor Polis will hopefully soon sign it into law. This will improve revenues for the district and prevent balance billing for patients.

For full details, refer to Chiefs report- 2025-05 pdf.

### **NEW BUSINESS**

#### *Oaths of Office (L.Cardon, Directors Kasinec and Cooper)*

Director Dan Kasinec and Director Kara Cooper both took their Oath of Office, administered by Ms. Cardon. Both directors will begin their second, and final, four-year term. Board members at Highland are term-limited.

#### *Board Recognition of Team Performance (Directors McCarthy and Kasinec)*

President McCarthy moved to formally recognize the members and officers of the district for their recent performance achievement as reported by the Colorado Department of Public Health and Environment (CDPHE). CDPHE tracks three major metrics for EMS agencies:

1. Completing 911 transports without the use of lights and sirens. Research has demonstrated lights and sirens ultimately increase traffic accidents and unsafe driving behavior without improving patient outcomes.
2. Documenting key vitals for adult patients with traumatic injuries.
3. Completing stroke assessments on patients with relevant symptoms.

In 2024, Highland crews:

1. Completed 90% of transports without lights and sirens, exceeding the state average of 84%.
2. Documented key vitals for adult trauma patients 99% of the time, compared to the statewide average of 95%.
3. Completing stroke assessments on 100% of applicable patients, compared to a 69% state average.

For full details, please refer to HRT Team Performance pdf.

Director Garlasco seconded the motion. Unanimously approved.

## **OLD BUSINESS**

### *Facility Update (Director Garlasco)*

President McCarthy, Director Garlasco, and Deputy Chief Brown will present to the Mount Vernon Board on May 14. The presentation is a public meeting to present the scope of the septic system project and field questions from the community. A ballot will go out and voting will take place over the next couple of weeks. A simple majority is required for Mt. Vernon to approve the request for an easement.

The board has met with one architecture firm, who did a very thorough site visit and was aligned with the multi-phase, methodical approach of the project. A second firm will be interviewed in mid-May. The board will then evaluate proposals and decide how to move forward with the project.

Both firms have significant and recent experience building emergency response stations.

Ms. Cardon added that the crews have expressed a desire for the new dayroom to have more windows and natural light. Director Garlasco asked to have a wishlist board put up in the current dayroom for crews to add their ideas to.

## **PUBLIC COMMENT**

There was no public comment.

## **ADJOURN**

President McCarthy moved to adjourn the meeting at 3:32 p.m. Director Garlasco seconded the motion. Unanimously approved.

## **HRT Performance**

The Highland Rescue Team Ambulance District Board of Directors hereby acknowledges the ongoing commitment, professionalism, performance and teamwork of all the members and officers for their recent performance achievement as reported by the Colorado Department of Public Health.

Below are the annual performance summary regarding our 2024 NEMSQA metrics:

- 90% of our 911 transports were completed without the use of lights and sirens,
- exceeding the state average of 84%—a testament to our commitment to safety.
- 99% documentation of key vitals in adult trauma patients, compared to the statewide 95%.
- 100% stroke assessment completion rate—compared to a 69% state average.

Highland Rescue's performance is not only solid—it's exceptional. Across the board, we are operating above the state average, and in some areas, significantly so. This is a direct reflection of the professionalism, consistency, and attention to detail each of our members brings to every call.

The Board of Directors commends the entire HRTAD team on this outstanding performance which benefits the people in the communities we serve. Thank you all.