

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
Highland Station – 317 South Lookout Mountain Road
November 12, 2013, 4pm**

Public Hearing on Amended 2013 Budget

The hearing was called to order at 4:02pm

Board Members Present: Robb Gair, presiding, Jim Espy, Ed Daniels, and Wendy Henke

Others Present: Chief Sharon Jones, Christina Shea, Barbara DeBoer and Dr. Beckman.

Robb Gair would entertain a motion to approve the 2013 Amended Budget.

Jim Espy moved that the Board approve the 2013 Amended Budget, Ed Daniels seconded the motion. All were in favor and the motion passed unanimously.

The hearing adjourned at 4:07

Public Hearing on the 2014 Budget

The hearing was called to order at 4:07pm.

Ed Daniels- Have we budgeted for grants in the 2014 proposed budget?

Chief Jones- No. We decided to not include the grant revenue or the expenses in the budget because we are not sure if we will get them or not.

Christina Shea- the 35K was added to our 2014 budget for our future ambulance replacement needs.

Robb- We are not going to take any action on this today. We have the month to think about it and we will act on it in December.

Public Hearing adjourned at 4:14

Regular Board Meeting called to order at 4:15

Announcements: None

Minutes of the previous meeting were approved as written.

The Board asked if Christina knew why Workman's comp insurance was so over budget.

Christina Shea- I have not had a chance to talk to Pinnacol yet.

Barb DeBoer- They just sent me a report asking us to provide them with the number of volunteers we have and the number of paid employees and the total salaries?

Christina Shea- I need to get with Barb and see the source documents and figure out what formula they are using so we can calculate it more accurately for our budget. Barb will pull the file for Christina so we can figure it out.

FINANCIAL REPORT written report given by Christina Shea

We had a good month for revenue so fee revenue is a little above target. All tax revenue has now been collected so we are at 106% of target for total Revenue.

Total YTD expenses are slightly below target at 78%. The big one is that we have not funded LOSAP yet. The net income is \$194K. The cash balance at year end is \$455K (\$122K LOSAP)

Chief Sharon Jones- We need to adjust property insurance- line 55.

Christina Shea - Last year the insurance company did not include the extra square footage of the addition. Once they included it, the rates increased significantly.

Billing Report- Written report by Jill Ridenhour, presented by Christina Shea. We had Billings of \$30,575 in October bringing us to a YTD of \$287,762.

Dr. Beckman joined the Board meeting.

Ed Daniels - Are there any issues the Board should know about?

Dr Beckman- No, none that I need to bring to the Board. I am happy to be affiliated with Highland. I think the changes Ray made were great and Sharon has continued with them. We would like to get more ALS members attending our monthly CE's. Sharon and I have discussed this. We may do a quarterly training just geared to ALS members. It would be great to get a pulse of the group.

CHIEF'S REPORT- written report given by Chief Jones

We had 51 calls and 21 transports in October.

We have an orientation going on in November with 3 EMT's and 1 paramedic.

Create Grants- they will be paying \$2600 of our \$6000 training expenses.

We also got an EMT tuition reimbursement- we are not using this right now, but have 1 year in which to use it.

AEMT- is a new level of certification. We have one AEMT but we are struggling how we classify them. The state classifies them as ALS, but we feel they still need to be on shift with a paramedic. We put this member back on probation because he is at a new level of certification.

Wendy Henke- He will never run solo because he can't give cardiac drugs or do EKG interpretation?

Chief Jones-he will never run solo without ALS.

Ed Daniels- How many first responders do we now have? Would the EMT reimbursement be used for that?

Chief Jones- Yes. I originally thought we might want to use this as a recruiting tool. But in this case we would be putting people through school without really knowing them or if they are good, so I am not sure about using this.

OLD BUSINESS: None

NEW BUSINESS:

2014 Board Meeting schedule:

Let's keep similar dates as last year and let's keep the second Monday except for November on Veteran's day. Barb will type up a schedule that the Board can vote on next Month.

Recruitment of new Board members:

Ed Daniels- Both Robb and I are hitting our term limits. We are early, but we should start looking at replacements. Can we put a time line together for Board member elections and due dates for the next meeting? Barb will do it.

ADJOURN 4:55
