

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
Highland Station – 317 South Lookout Mountain Road
January 13, 2015, 4pm**

CALL TO ORDER- at 4:09

BOARD MEMBERS PRESENT: Jim Espy, presiding, Wendy Henke, Steve Carpenter and Robert Keating.

OTHERS PRESENT: Chief Sharon Jones, Barbara DeBoer, Damon Brown, and Christina Shea via conference call

MINUTES OF PREVIOUS MEETING were approved as written.

FINANCIAL REPORT –written report presented by Christina Shea.

The 2014 preliminary financial results came out similar to what we amended the budget for, only better because we budgeted very conservatively.

The actual revenue is higher than budgeted and expenses are lower than budgeted.

Net Change in Fund Balance is \$106K and Change in Net Income is \$115K.

Cash balance at month end is \$478K (LOSAPn\$149K).

The 2014 audit is scheduled. The field work is set for February 10-12.

Wendy Henke- “Does the telephone fee include internet?”

Barb DeBoer- “Yes it does. The telephone bill has also gone up because we have new cell phones in the ambulance that can be used as hot spots.”

Wendy Henke- “What is the County collection fee?”

Barb DeBoer- “It is the charge Jeffco charges us to collect taxes.”

Billing Report: written report by Jill Ridenhour presented by Barbara DeBoer.

Billing report- December billings were \$25,807 making our YTD billings \$395, 879 which is a significant increase over last year. Cash received in December was \$25,276 which is also high due to some of the November checks deposited in December because of the late Thanksgiving weekend.

The Billing Analysis tracking this year monthly billings compared to last year numbers, continues to show that the average bill amount has stayed consistent even with the move to bundle billing.

CHIEF’S REPORT- Written report given by Chief Jones

We had 38 calls with 16 transports in November. December is starting out as expected.

Current Active Staffing- no change. 4 paid Paramedics, 14 volunteer paramedics; 1 volunteer Intermediate, 35 EMT's and 2 First Responders. We will be hiring 6 new EMT's for January orientation.

Grants- State grant process ongoing and will close in February. Submitting request for a remount ambulance which is 50K less than a whole new ambulance.

Installed: New ambulance bay floors, cell phone booster, and carpet in classroom. Tough books purchased.

VHF Radio System: We heard through the grapevine that Foothills was going to VHF radio so we went ahead and got several for key personnel. Because of the plan for the new regional dispatch center she is hesitant to make a change now.

Rob Keating- "What does Genesee think?"

Chief Jones- "They have several VHF radios also and plan to move to VHF radios in 2017. I have made sure Highland is covered and we have our house in order."

Jim Espy- "I would be reluctant to spend a lot on these radios without knowing what we will need in the future."

Damon Brown- "The VHF radios are only about 1/10th the cost, approximately \$300 vs \$2500. But you get what you pay for and the reception now is very bad. They still need to build more towers in the area to improve it."

OLD BUSINESS:

2015 Board Meeting Schedule- Has been submitted to the county and posted.

Contact Data- is all correct

NEW BUSINESS:

Meeting adjourned 4:37

