

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
Highland Station – 317 South Lookout Mountain Road  
April 14, 2015, 4pm**

**CALL TO ORDER-** at 4:08

**BOARD MEMBERS PRESENT:** Jim Espy, presiding, Roxanne Lenny, Steve Carpenter, and Robert Keating.

**OTHERS PRESENT:** Chief Sharon Jones, Barbara DeBoer, Christina Shea, John Zima, and Damon Brown

**MINUTES OF PREVIOUS MEETING** were approved as written.

**FINANCIAL REPORT** –written report presented by Christina Shea.

The first quarter is completed. Everything is as expected for this time of the year.

Fee revenue is just above target.

Total expenses are below target.

Net Change in Fund Balance of 63K, Net Income of 45K, and cash balance at month end is \$498K (LOSAP 149K)

Rob Keating- Prepaid workers comp insurance on the balance sheet is recorded as a minus. Christina Shea- I believe that is correct. I spread out the payments over 12 months. It may mean something did or did not get posted. Let me look into it. I may have accrued something that needs to be adjusted. I will research this.

Rob Keating- Why is FICA above budget but payroll on budget in admin costs?

Christina Shea- I plug in that number because the payroll system does not split FICA between admin and operations.

Rob Keating- If it is owed it should be recorded as a liability, if it is an asset it should be a positive value.

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

**CHIEF'S REPORT-** Written report given by Chief Jones

March has been really busy so far.

**Current Active Staffing- no change.** 4 paid Paramedics, 14 volunteer paramedics; 1 volunteer Intermediate, 35 EMT's and 2 First Responders.

**3 new paramedics** to begin orientation starting this Saturday. This will bring our number of volunteer medics up to 17.

**State Grant** has been submitted. They seemed happy that we were requesting a rebuilt ambulance vs a new one.

**9 Health Fair is coming up on April 25<sup>th</sup>.**

I have another EMT that wants to go to paramedic school. I will apply for a grant. The grants are becoming more competitive. Also when they look at our financial position, Highland is doing very well so that may make it harder to get a grant.

I have been talking to Genesee about their VHS build out. They would like to split the cost of the build out between us and Foothills. The cost to Highland would be \$19,500 and we can easily afford it in 2016 if needed.

The regional dispatch center is interviewing now for the executive director. It still is quite some time before this will happen. It looks like those of us west of HWY93 may go to Evergreen and those East of 93 would go to the Regional dispatch

Rob Keating- I just don't see how you can go from not paying for dispatch to then having to pay.

Chief Jones- I can see how the tax payers may have a problem with this.

Damon Brown- We have been lucky not to have had to pay so far.

**OLD BUSINESS**

**NEW BUSINESS:**

Meeting adjourned 4:34

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