

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
Highland Station – 317 South Lookout Mountain Road  
November10, 2015, 4pm**

**Public Hearing for HRTAD’s 2016 budget was called to order at 4:20**

**Board Members Present:** Jim Espy presiding, Rob Keating and Wendy Henke

**Others Present:** Chief Ron Quaife, Deputy Chief Sharon Jones, Christina Shea via conference call, Barbara DeBoer, Captain Damon Brown, Lt. Chuck Bauman, Lt. John Zima, and Carl Joyce

**ANNOUNCEMENTS:** Jim Espy called for a moment of silence in honor of Veterans Day tomorrow.

**Budget Overview:** Christina Shea's written report presented by Barbara DeBoer. We have been working on this budget since August. It is very similar to our 2015 budget. It is presented to you in our profit and loss budget worksheet where you can also see 2014 actuals, 2015 YTD, the forecasted amounts for the remainder of 2015 and on the far right column the proposed 2016 Budget. We anticipate the budget to be adopted at the December HRTAD’s board meeting.

Jim Espy “- The only new thing I see here is that medical waste has a separate acct.”

Chief Quaife- “We decided to break out the biohazard medical waste because it is handled by a separate vendor.””

Rob Keating- “Christina- what is line item 93 election expense?”

Christina Shea- “2016 is a board election year so the budget committee decided to include the cost of an election, though we may not have to have one.”

Wendy Henke- “Line 23 sees an increase of 34K, what is included in that?”

Chief Quaife- “Payroll for Damon, Matt, and the PRN paramedics. There is also enough extra in case we find we need a part time paramedic.”

Christina Shea- At this point she does not feel we need to publish a notice for a 2015 amended budget. We have such a large surplus at this time it is extremely unlikely we will go over budget. The public can ask questions or make objections to the proposed 2016 budget from now until the next Board meeting. We have met all the statutory requirements until the next board meeting where we plan on adopting the budget.

**The public hearing was adjourned at 4:37**

## **The HRTAD board meeting was called to order at 4:38.**

**BOARD MEMBERS PRESENT:** Jim Espy, presiding, Rob Keating, and Wendy Henke

**OTHERS PRESENT:** Chief Ron Quaife, Deputy Chief Sharon Jones, Christina Shea via conference call, Barbara DeBoer, Captain Damon Brown, Lt. Chuck Bauman, Lt. John Zima, and Carl Joyce

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

**FINANCIAL REPORT** – see written report by Christina Shea

**Billing Report:** written report by Jill Ridenhour presented by Barb DeBoer. October billing was at \$32K putting us at 339K for the year – still ahead of last year. Cash received was \$18,744 and contractual allowances were \$12,448. Jim Espy asked about Disallowed/Contractual allowances. Barb explained contractual allowances are expenses we are required by law to write off - primarily Medicare and Medicaid.

**CHIEF'S REPORT-** Written report given by Chief Quaife.

- Current Active Staffing- 5 paid Paramedics (2 full time and 3 PRN); 13 volunteer paramedics (2 reserve); 1 volunteer Intermediate; 42 EMT's (3 on reserve) 2 First Responders.
- Captain Brown gave an update on Ambulance 288. The box has been pulled off already. We have been told it will be ready early February but he thinks it will be sooner because they already have a good start on it. Damon plans on going by and checking it and taking pictures of the progress.
- Chief Quaife- We have exhausted looking for an ambulance that we can rent so we will have to rely on mutual aid if a third ambulance is needed.
- 20 members attended the EMSAC EMS Conference last week which was supported by CREATE grant funding.
- Chief Quaife will be attending a dispatch meeting tomorrow in Evergreen for an update.
- Continuing recruitment for up to 2 PRN Paramedics.

### **NEW BUSINESS:**

Rob Keating- Has anyone read about the universal health care on the ballot? Everyone in Colorado that is working will be taxed 3.5% and employers will be taxed 6.5% and then there would be no insurance premiums and Colorado would opt out of Obamacare.

No one has heard anything other than what was in the paper.

**The meeting was adjourned 4:52.**