

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
Highland Station – 317 South Lookout Mountain Road
August 15, 2017**

Chairman Robert Keating called the meeting to order at 4:17 p.m.

Other Directors present were, John Zima, Steve Carpenter, and Roxanne Lenny

Others present: Howard Masini, Christina Shea, Barbara DeBoer, Chief Jan Keating, Captain Damon Brown, Assistant Chief Alan Feldman.

MINUTES OF PREVIOUS MEETING

July minutes were approved as written.

FINANCIAL REPORT

July Financials

Fee revenue is above target but contractual allowances and write-offs related to prior periods are reducing total revenue putting it below target. Total expenses are well below target. The net change in fund balance is \$120K, change in net assets \$120K, at cash balance at month end is \$681K (\$253 LOSAP).

Billing Report- see written report by Barbara DeBoer

July billings were \$3,176 putting us at \$214,679 YTD.

Highland's receivables are \$161,824. There is an additional \$10K in the Rams billing system of which much of this is patients on payment plans. The remainder of the pre 2016 bills have been sent to collections or written off. Barb has discovered a new billing report in the Systems Design West billing software called payer production statistics. This report shows that the percentage of Medicare (43%) and Medicaid (12%) patients have risen sharply over the last 5 years. In 2012 they accounted for half those numbers. What that means for Highland is a significant increase in our contractual write offs.

Roxanne Lenny feels that it really is no surprise with the aging population.

Ron Keating added by the time we have to do the 2018 budget we should have 10 months of data to get help us accurately budget for this.

John Zima asked if with so much Medicaid and Medicare if it would help us to increase services.

Barb responded not really because Medicaid and Medicare fees were set.

CHIEF'S REPORT-

Written report given by Chief Keating.

August - 25 calls so far with 8 transports.

YTD- 340 calls, 134 transports.

Current Active Staffing- 6 paid paramedics (4 PRN); 5 volunteer paramedics (1 LOA); 1 volunteer Intermediate; 28 EMT's (3 on reserve, 1 LOA); 1 First Responder

Receivables Summary

Chief Keating gave an update on her work on the old "Rams" receivables.

The insurance claim covered claims from 2012-2016 and a write off of \$122,603 (80 accounts).

In June we sent letters to all of the open claims of patients that had insurance. Of those we have collected monies on 14 accounts totaling \$13,731. We have pending payments of \$2065 and we have sent 39 accounts totaling \$59,865 to collections.

Extra Garage

Captain Damon Brown explained that we needed an extra garage to house the QRV. Mt Vernon has agreed to the garage but wants to see the plans first. Damon has reached out to several companies and has only heard back from 1 who ball parked it at 22K plus insulation and electrical so 25-30K.

Roxanne Lenny asked about the time line and feels that it is unlikely that we will be able to get it done this year. Rob Keating asked about the electric. Damon said running power to it may be challenging because we have already run a secondary box to the kitchen.

Septic system-

Damon had an engineer come up and look at the property and she felt the property to the north of us would be the best location which would mean getting Mt Vernon to also agree to this.

She will be sending us a report with estimates and the required steps for us to take.

John Zima asked if we have considered using a container as a temporary solution for the garage until we get it built. Damon did not feel it would be wide enough and would not handle our need to keep the drugs on board warm.

The board went into executive session at 4:58 for Personnel Matters, S 24-6-402(4)(f), C.R.S.

Executive session adjourned at 5:16

The Board Meeting Adjourned at 5:16