

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
Highland Station – 317 South Lookout Mountain Road
December 11, 2018**

Chairman Robert Keating called the meeting to order at 4:12

Directors present: Robert Keating, John Zima, Wendy Henke, Steve Carpenter and Roxanne Lenny

Others present: Assistant Chief Jan Keating, Chief Alan Feldman, Barbara DeBoer, Christina Shea and Carl Joyce.

MINUTES OF PREVIOUS MEETING

The November 2018 minutes were approved as written by unanimous vote.

FINANCIAL REPORT

November Financials - see written report by Christina Shea

We are 92% through the year and revenue is at 119%

Rob Keating asked what made up "other income". We had a past employee forfeit unused health debit card money along with general refunds made to the district.

Operations expenses are above target primarily because wildland revenue and expenses have been higher than expected. Administration expenses are below target. Total expenses are below target but are expected to exceed budget.

Change in fund balance is \$133K

Change in net assets or "net Income (Loss)" of \$172K

Cash balance at month end is \$492K

The Board agreed that if we did not receive payment for the last Wildland fire before yearend we should accrue it.

Billing Report: November Billing - see written report by Barbara DeBoer

We had another strong month. Charges for November were \$38,620 with YTD billings at \$367,476 and cash receipts for the year are at \$176,095. We continue to watch Payer Production Statistics closely.

CHIEF'S REPORT

Written report presented by Chief Feldman.

YTD calls are at 640 with transports at 245. So far this month we have had 19 calls with 9 transports.

Staff

The orientation class has begun taking shifts. We have a couple of paramedics getting cleared that we paid to go to school so that will help the budget going forward.

Mt Vernon Vote- We did get the vote from Mt Vernon to get the land for the garage deeded to us.

MCI Training- Genesee put in for a grant to RETAC to run 4 MCI training exercises. Starting in January we will be meeting with all the agencies participating.

Wendy Henke asked where the training will take place.

Chief Feldman thinks it will take place in Evergreen because they have a large training facility. It will all be based on active shooter scenarios. This training will be open to the entire membership.

OLD BUSINESS:

Rob Keating asked Christina if we knew what the Gallagher effect was going to be next year. John Zima said there was an article in the paper that reported that the legislature wants to kick it back to the voters because they do not want to be the ones to make the decision.

Rob Keating mentioned that Genesee and Foothills got the adjustment passed by the voters. There has been some debate on how the adjustments will be calculated. Sixty departments had votes passed in their favor to de-gallagherize.

NEW BUSINESS:

Adopt 2018 Amended Budget by Resolution

John Zima made a motion to adopt the 2018 amended Budget. Steve Carpenter seconded the motion and all board members voted in favor of the motion.

Adopt 2019 Budget by Resolution

Barbara DeBoer explained that several changes were made to the budget since the Board had seen in last. Wildland expense and revenue line items were both increased to better reflect recent trends and the garage project was adjusted down because we had paid a large bill this month.

Wendy Henke moved that we adopt the 2019 budget. Roxanne Lenny seconded the motion and all board members voted in favor of it.

Christina Shea took the signed copies to file.

Adjournment: The meeting was adjourned at 4:46 p.m.