

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
Highland Station 317 S Lookout Mountain Rd  
August 11, 2020**

**Chairman Robert Keating called the meeting to order at 4:03 pm**

**Other Directors present:** Patricia Hall, Terry McCarthy, and John Zima

**Others present:** Chief Alan Feldman, Assistant Chief Jan Keating, Barbara DeBoer, Christina Shea, Damon Brown, and Ty Holman of Haynie and Company

**ANNOUNCEMENTS**

**MINUTES OF PREVIOUS MEETING:**

July meeting minutes were approved as amended that the Board approved Assistant Chief Jan Keating's extended term with thanks.

**FINANCIAL REPORT**

**July Financials** - see financial packet by Christina Shea

We are 58% through the year.

Fee revenue is below target at 31%.

Total revenue is slightly above target because of property tax revenue.

All expense categories came in below budget.

Operation expenses are below budget.

Safety and Training expenses are at below budget at 10%.

Apparatus & Equipment expenses are below target at 16%.

Facility and Station expenses are close to budget at 37%.

Administrative expenses are under budget at 35%.

Total expenses are under budget at 30%.

YTD net change in fund balance is (100K) with an ending cash balance of \$470K.

Election expenses – still waiting for the May bill but we should be well under budget.

**Billing Report-** July Billing - see written report by Barbara DeBoer

May charges were \$19,612 which is low for this time of the year. Cash receipts came in at \$18,662 and disallowed/ contractual allowances were \$12,962. \$4,168 was sent to collections.

**CHIEF'S REPORT** - Written report by Chief Feldman

YTD calls are at 272 with 101 transports

**Staffing-** We currently have 3 paid medics, 9 volunteer paramedics, 1 volunteer intermediate, 35 volunteer EMTs (1 reserve/2 LOA) and 2 EMRs.

We have offered CPR classes in the past and the AHA has made some modification to the program to facilitate the use of masks and social distancing.

**NEW BUSINESS –**

**OLD BUSINESS**

**Extension of the local disaster resolution**

**Adjournment:** The meeting was adjourned at 5:46 p.m.