

**BEULAH AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING No. 41**

May 26 , 2011

MINUTES

The meeting of the Board was held at the Ambulance District Office in Beulah, CO

Board members present were: Chairman and President Steve Douglas; Vice-president Carol Wright; and Secretary Anne Moulton. Also attending were EMS Coordinator Bryan Ware, and responders Nathan Anderson and Tricia Anderson. Absent were Treasurer Ruth Ann Amey (excused for family medical) and Judy Satterfield.

1. Chairman and President Steve Douglas called the meeting to order at 6:37 p.m.

2. THE AGENDA: no additions were requested. *Motion to approve the agenda was made by Carol Wright, seconded by Anne Moulton. No objections.*

3. THE MINUTES of the April 28, 2011 meeting to be corrected as follows:

- There was a question regarding Bryan's figure of \$4306.74, for insurance collected thus far, being different from Ruth Ann's figure in the treasurer's report. He will discuss that with her. No change to minutes at this time.
- P3, bullet 1, change "downsized" to "single agency"
- P3, bullet 7, after "some of our residents", add "He also noted that because of private access limitations, our ambulance unit 1 cannot make it to some residences."
- P4, first new bullet, after "This will allow high school students", add "(boys and girls)"
- P4, last bullet, after "CSEPP" add "(Chemical Stockpile Emergency Preparedness Program)"
- P5, first line correct Presented ... which were

Motion to approve the minutes as amended was made by Carol Wright, seconded by Steve Douglas. No objections.

4. TREASURER RUTH ANN AMEY PROVIDED THE FINANCIAL REPORT for January 1- April 30, 2011, which was presented and commented upon by Steve Douglas in Ruth Ann's absence.

- Ruth Ann has told Steve she is comfortable with our current status
- 69% variance of total expenses is good with 67% of the year remaining
- Pueblo County tax income of \$13381.54 is added this month for a total of \$40465.44, just short of half of our expected annual collection

- Billing revenues total of \$3303.14 seems different from Bryan's statement last month. Bryan will check on this.
- Ambulance repair and maintenance line item shows we have used all but 13% of the annual budget. Bryan stated both ambulances are fully serviced; as long as we have no further problems, we will be ok. Just one oil chg is needed by end of year.
- Fuel costs are being affected by the current increased cost. We may need to adjust that budget item later
- Medical equipment expenses are ok so far
- Personal Protection Equipment expense item will probably need to be increased with our new responders
- Continuing education totals do not match with checks received by Bryan. He will check with Ruth Ann.
- Volunteer Pay being added up for end of year payment totals \$6600 at the end of April, so it is on track
- Bryan expects to obtain budgeted amount of billing income. The Medicare process is on track
- We should get our security deposit back from San Isabel Electric. With that, it appears that Office rent plus utilities will balance with our end of year budget
- Under Postage, there was a recent mailing for the retirement party. No further major mailings are expected. With normal activity we may overrun the budget somewhat
- Office supplies may also require more, since we have used all but 19%
- There is a question on Fundraising Expense which shows \$60 spent but 100% remaining. Bryan will speak with Ruth Ann who will check with our accountant Gwen Watkins
- Our bottom line totals are right on target

Motion to accept the Treasurer's report was made by Carol Wright, seconded by Steve Douglas. No objections.

5.EMS CHIEF BRYAN WARE REPORTED:

- Bryan will be out of town May 27-30 and June 16-28. Tricia Anderson will be in charge
- Six Basic EMT students passed the course and course final, and, this past weekend, the Practical Skills test. They will be taking their National Registry cognitive exam in the next few weeks.
- Responders Barring and Anne Coughlin will be taking leave for 3 months this summer as they sail around the East Coast
- Corky Outhier will be sent on a cruise as a 30+ year retirement gift (income from retirement party and donations)
- There have been 66 responses so far this year (6 in April, 12 so far in May), as compared with a total of 77 for the previous entire year.
- As the result of a suicide call, our responders received training regarding notification and other issues

- We have ordered and received materials for 50 address signs on which we apply our own numbers. We have made 8 so far and are out installing them. Advertising was done through the Beulah Buzz, and the Crawl. We will be selling them at the Arts and Crafts Fair and in the Beulah School in the Fall
- The next Community Outreach will be on June 9th at 6 pm at the Community Center with the topic of Diabetic health and Diagnosis. Please encourage any members of the community to attend.
- We were advised by the 9-1-1 Authority Board that our request for the Spillman System has been approved and we will receive two laptop computers for the system (should be in by June). One unit will be mounted in Ambulance 1 and the other will be secured in the office. The Spillman System allows us to aid in responses by mapping and will allow us to receive the data. The funding for this equipment is created through the 9-1-1 Surcharge. Bryan will do an article about this surcharge coming back to our community.
- Tricia & Bryan met with Bonfils to arrange hosting the Aug 13, 2011 Beulah Blood Drive
- We will be hosting 2 Community Movies this summer at the school. The details have not all been clarified yet, but in conjunction with Beulah Schools we do plan to host a few community events this summer.
- We have contacted School District 70 in regards to the extension request for the use of the garage located at Beulah School. Superintendent Ed Smith advised that they would put this on the agenda in November prior to the contract expiring.
- Beulah EMS will be featured in the upcoming publication that St. Mary Corwin hosts. They value all the improvements we have made in our service
- Our four officers have formed a committee which will run an EMS cadet program. Five students have applied
- We received a dividend check from our insurance company for our good safety record. As “a dividend” it should go in with donations, not be treated as a rebate. Steve requested that Bryan discuss this with Ruth Ann and Gwen
- May 13th, we responded to Pueblo Mountain Park’s Devil’s Canyon for an injured female. Fire was immediately dispatched as well. We placed ESB Search and Rescue and Flight for Life on standby. Both of these agencies were canceled once our units were on scene and able to determine that our resources would be sufficient to mitigate the call. The total response took our agencies 74 minutes from time of tone to time of patient being transferred to the squad for transport. Operations ran well, and Fire and EMS, along with Mountain Park Personnel, worked well together. Bryan, who couldn’t be in sight of the scene, was very pleased with our responders’ work.
- May 24th Beulah EMS and Beulah Fire handled an Emergency Evacuation at Beulah School for an odor of propane in the school building. Again, both agencies worked well together and followed the incident command structure. Beulah School staff handled the accountability and evacuation like true professionals. Tricia performed as the Public Information Officer. Steve comments that Lisa Shorter, of the Pueblo County Sheriff’s Office Emergency Services Bureau, is the person to contact re training for this activity

- Steve notes that it is tick season and asks about Rocky Mountain Spotted Fever. Lyme disease is more common locally. Steve suggests a public information piece.

6.OLD BUSINESS:

a. Final District Service Plan: *Anne Moulton made a motion to accept this version of the plan with minor grammar corrections made. Steve Douglas seconded. No objections.* Bryan will send both this and the following in “track change” format to identify corrections.

b. Final Five Year Plan: *Anne Moulton made a motion to accept as corrected, Carol Wright seconded. No objections.*

c. Mutual Aid Agreements: Beulah Fire (BVVFD) has signed and returned our agreement with them, Steve Douglas has signed this document effective 05/10/2011. It will in our files. The AMR agreement was tabled. Please review it for our next meeting.

7.NEW BUSINESS – none.

8.MOTION TO ADJOURN: *was made by Carol Wright, seconded by AM. No objections.* Meeting adjourned at 7:49 pm.

Anne E Moulton
Secretary. Beulah Ambulance District Board of Directors

Final