

BEULAH AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING No. 25

March 25, 2010

MINUTES

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

Board members present were: Vice-president and Secretary Gay Davis Miller; Treasurer Ruth Ann Amey; Carol Wright and Judy Satterfield. Also attending were EMS Coordinator Dawn Young, Assistant EMS Coordinator Tom Griggs; and community members, Trish Anderson, Steve Douglas, Anne Moulton, Lindol Amey, Trish Anderson, Grace Utsler, Emily Utsler, and Norman Williams.

1. Vice-president/Secretary Gay Davis Miller called the meeting to order at 2:05 p.m.
2. The agenda was amended to table Item 7a because the person who had asked to address the Board did not attend. Carol Wright moved that the agenda be approved as amended. Ruth Ann Amey seconded the motion and there were no objections.
3. Minutes of the February 25, 2010 meeting were corrected by insertion of the phrase "per month" related to the website host fee cost in paragraph 3, and a change in paragraph 8 to reflect a \$250 rather than a \$300 cost to prepare the audit exemption request. Ruth Ann Amey moved approval of the minutes as corrected, Carol Wright seconded and the minutes were approved.
4. Treasurer Ruth Ann Amey gave the financial report. She distributed a Statement of Actual Expenditures to the Budget for the period from January 1 to February 28, 2010, noting that, based on 12-month averages, the District was overspent for January due to one-time expenses. She noted that approved grant money would be coming in once the District had provided expense reports. She had questions concerning the \$500 budgeted for drug testing because the actual cost is unknown. There was discussion concerning budget items that might be cut or reduced to help cover unexpected legal expenses. It was suggested that the amounts budgeted for jumpsuits for volunteers, which suits would cost approximately \$100 each, might be paid for by a fund-raising event, and it was noted that Polly Conlon, Gay Miller and Barring Coughlin had previously offered to help with fund raising. It was suggested that standby/on-call funds could be moved to cover other costs, and that all but \$1,000 of \$13,319.18 was due back as grant money from the state for Tom

Griggs's salary. It was reported that tax revenues already received for 2010 were \$3,500, with \$88,329 still owed. The Treasurer noted the need for reserve funds for end-of-year carry-over costs before new-year tax revenues are received. It was noted that \$1,000 in addition to rent had been paid for 50% of plowing the parking lot. It was noted that the District would need to pay 100% of the cost of propane for the building as the only user of heat from that source. Dawn Young noted the need to pay a \$979 bill for PCC training. Ruth Ann Amey noted the cost of installation work for the washer/dryer had been \$515. Carol Wright moved acceptance of the financial report. Judy Satterfield seconded the motion. There were no objections.

5. Dawn Young gave the EMS Coordinator report, noting four calls in February. There were 44 patients because one call was a school bus accident. She said the Mass Casualty Incident review by Dr. Weber was good. It was reported that the carbon monoxide program had been well received, and that 76 monitors had been purchased and 39 installed, with requests to install the remainder. Five additional monitors were expected from San Isabel Electric, but new requests were dropping off. She noted one potential new volunteer was being educated at no cost to the District. She noted that Ann Coughlin would be an ALS volunteer. Also, there had been one resignation. She reported that Dr. Weber would be at the office on April 19 at the 7:00 p.m. meeting to discuss documentation. It was reported that the "Drive Smart" program would be under way soon. The Coordinator reported having taught first aid at the school for 20 seventh- and eighth-graders. It was also reported that the April 24 CPR class to be given at the Mountain Park had already enrolled 24 participants.
6. Under Old Business, in relation to garage space for the ambulances, it was reported that there was no specific proposal from the District 70 School Board. Dawn Young, Tom Griggs and some responders had visited the school to look at possible office space. One possible area in the school would be the woodshop, a large, open area that, with partitions, could be used for the office and training. It was reported to have a separate entrance but no bathroom, and no water hookup for the washing machine. Both Tom Griggs and Dawn Young were of the opinion that a new garage would have to be built on the school grounds if the ambulances were to be located there on a permanent basis. The future of the school is a question. There was a consensus that proposals for locating at the school should be pursued for the sake of helping in any way possible to keep the school in the community. Gay Miller appointed Carol Wright, Steve Douglas, Dawn Young and Tom Griggs as a committee to pursue the school option. It was decided to postpone further consideration of Paul Huber's proposal for the garage until President Larry Walter's return.

7. The Board discussed the proposal for conflict resolution provisions to be added to the Code of Conduct for Volunteers. A new draft dated 3/24/10 was reviewed. The discussion included the possibility of need for legal advice in some cases, as indicated by agenda item 7b, the certification issue. Further discussion was deferred until that part of the agenda.
8. In discussing billing, it was noted that there would have to be special provisions for families not residing in the District but contracting for ambulance services because billing under Medicare would permit forgiveness of co-pays for District residents only. Patients handed off to AMR would not be exempt from collection requirements. Gay Miller and Ruth Ann Amey agreed to pursue the question of contracts with non-residents of the District.
9. The members of the Board present at the meeting all voted in favor of Resolution 2010-3 to request an audit exemption under Colorado law. Treasurer Ruth Ann Amey noted that due to increased revenues the District was now required to file the long-form version of the exemption request, and that the request was due to be filed by March 31. It had been prepared by CPA Jerry Brown, who had prepared the request previously. The four Board members present signed the request form.
10. Tom Griggs reported that the official proposal for management of the website by Nathan Anderson was still in progress. Compensation of \$25 per month had been agreed. The need for formal rules for content and to indicate who would be authorized to make changes was noted. Tom Griggs undertook to have a proposal ready for the April meeting.
11. It as reported that there had been four candidates for the four Board positions open for election, and that as a consequence the May 10 election would be canceled. Gay Miller indicated that she would have oaths of office for the directors to sign at the May meeting, when the new directors would assume their duties.
12. Consideration of a draft annual report was tabled until the April meeting. Preparation would include assistance of Gay Miller, Ruth Ann Amey, Barring Coughlin and Dawn Young. Ruth Ann Amey noted that Barring Coughlin had been working on the material for the report.
13. Proposals for employment agreements for Dawn Young and Tom Griggs, including compensation, were not yet ready for consideration and were tabled until the April meeting.
14. Gay Miller and Dawn Young reported on concerns about two former Beulah responders who had engaged in unauthorized surveillance of Beulah Ambulance crews and patients arriving at St. Mary-Corwin Hospital. It was reported that following a request to the hospital for assistance in preventing

this activities, hospital authorities had taken action to prevent further occurrences. It was also reported that a complaint had been filed with the Colorado Health Department. The complaint was submitted to Dr. Weber, who was required by law to forward it to state authorities. There was no reason to believe that the complaint had merit, but as of the meeting date, state public health authorities were refusing to confirm the names of the complainants or to precisely define the complaint. Attorney Tom Mullans was working to obtain more information, but the cost for this matter would require adjustments in amounts budgeted for legal fees.

15. In light of the complaint forwarded to state authorities, there were concerns with the final sentence of paragraph 3 of the conflict resolution draft. That sentence related to the finality of complaints submitted to the Medical Advisor. It was agreed that the conflict resolution draft should be presented to the EMPs at their April 5 meeting, and that Judy Satterfield would attend that meeting on behalf of the Board.
16. An additional item of New Business was a request by Anne Moulton to consider a change to meeting times to evenings, once the new Board members take office. Consideration of this request was deferred to the May meeting.
17. Noting that the next meeting was scheduled for April 22, 2010 at 2:00 p.m., the meeting was adjourned at 4:48 p.m.

(corrected)
Gay Davis Miller
Secretary