
RECORD OF PROCEEDINGS

Minutes of the Regular Meeting May 21, 2020

The Regular Meeting of the Eagle County Health Service District occurred on May 21, 2020 at 8:00 a.m.; via remote attendance, in accordance with the applicable statutes of the State of Colorado.

The following Directors were attending remotely:

Attendance:

Jeff Babb
Mark Bergman
Dan Smith
Dr. John Woodland
Janet Bartnik

Also attending remotely:

ECHSD Staff:
Chris Montera, CEO
Peter Brandes, COO
Scott Lindquist, IT Specialist
Jim Bradford, Operations Manager
Marc Burdick, Quality & Compliance Manager
Will Dunn, Clinical Manager
Kim Blackford, Human Resource Specialist
Kevin Creek, Community Paramedic Supervisor
Veronica Ross, Finance Specialist
Jennifer Cooley Follett, Administrative Assistant
Graham Kane, Safety Specialist
Kim Nelson, Operations Specialist
Katie Coakley, PIO & Communications
Elaine Turnbull, Billing Specialist
Sandy Varela, Administrative Assistant

Public:
None

Call to Order

The Regular Meeting of the Board of Directors of Eagle County Health Service District was called to order by Director Babb on May 21, 2020 at 08:00 a.m. noting a quorum was present.

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Consent Agenda

Dr. Woodland would like to defer approving the cash disbursements from last month until the next Board meeting. He had 2 different versions and also would like to see if there is a way to better format the report.

Motion made by Director Babb to accept the updated Board meeting notes as presented.
Second by Ms. Bartnik. Motion passed unanimously.

RESOLVED to approve the updated version of April 23, 2020 Board Meeting Minutes as presented.

Election of Officers:

Last week, Ms. Ross was able to swear in the necessary Board members. The Board is now fully seated. Special District laws state that there be a Board Chair with all other members being Vice Chairs with one being the Treasurer and one the Secretary.

Motion made by Director Babb for Dr. Woodland to remain as Vice Chair and Treasurer.
Second by Ms. Bartnik. Motion passed unanimously.

RESOLVED to retain Dr. Woodland as Vice Chair and Treasurer.

Motion made by Director Babb to appoint Ms. Bartnik to Vice Chair and Secretary. Second by Mr. Smith. Motion passed unanimously.

RESOLVED to appoint Ms. Bartnik as Vice Chair and Secretary.

Motion made by Ms. Bartnik to retain Mr. Babb as Chairman of the Board. Second by Mr. Smith. Motion passed unanimously.

RESOLVED to retain Mr. Babb as Chairman of the Board.

OLD BUSINESS:

COVID Update:

According to the County Health Officials, the blue phase for COVID recovery will hopefully go into effect on Monday May 25th. A press release concerning this is scheduled for later today. There has been little uptick in transmission of COVID since entering the green phase. Mr. Montera and other local health officials have been tracing the R0 (R nought) number for COVID, which is how many infected people come from a single infected person. At the County's peak the R0 number was between 3 and 4, presently it is 0.8, with 1-2 new positive

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cases every day. Currently there is an outbreak at Castle Peak Senior Center with 7 people testing positive, none of which have shown any symptoms. They are retesting all residents and staff today. There has been an uptick in our Behavioral Health calls.

In preparation for the County Order changing from the green to the blue phase, the District instituted a policy that all patients being transferred will be tested for COVID before leaving the facility. If no results are available when the ambulance leaves, crew members will don full PPE until results are known.

The COVID situation and Incident Command Debrief provided many takeaways, lessons learned and best practices. PPE levels are now set at 8 weeks. New inventory tracking software was purchased and is being set up. By tracking supplies better, we will save money in the long term and know exactly what we have on hand at any given moment.

Dr. Woodland wondered if the staff exposed this weekend should get tested at 5 days out. Mr. Montera stated that tomorrow is day 5, those staff members are coming back on duty and can get tested. Mr. Bradford is monitoring those who were exposed. Mr. Montera released new guidance earlier this week and requested all staff wear masks in common areas in the office and stations. Guidance will be adjusted as disease progression transpires.

Vail Health opened up antibody testing for all District employees which includes Board Members. The weekly update will have instructions on how to go about getting tested.

New Electronic Medical Record/ Billing Company Update:

The new electronic medical records system went live on Monday. This happened in conjunction with EMS/MC taking over the billing. EMS/MC has received the first trip notes and will be billing those later this week.

Mr. Dunn commented that the new EMR system, ESO, is up to date and much easier to use than our former system. It has increased capability to capture clinical, billing and demographic data and create reports to compare and contrast these statistics. Although there are still a few small issues that need resolving.

Ms. Bartnik inquired if the new EMR has a Geographic Information System that might enable the location of areas in the community with an increase in certain health issues. Mr. Montera believes the system has those capabilities, but will be able to better address this once everyone is further acquainted with the new program. Mr. Montera will look into the possibility of partnering with the County to do this type of analysis in the future.

NEW BUSINESS:

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A Few Words from the Chairman:

Director Babb wished the staff a Happy EMS week. He also welcomed Mr. Bergman to the Board and Ms. Bartnik back onboard. Mr. Montera noted that Ms. Bartnik and Mr. Bergman attended the Leadership meeting this past Monday.

Special Recognition:

Mr. Montera announced that this will be Mr. Brandes final Board Meeting. Mr. Montera expressed his gratitude for Mr. Brandes' partnership and mentorship over their tenure together. Mr. Montera also thanked him for his 35 years of service with the District. Chairman Babb commented that Mr. Brandes' contributions to the organization have been immense and he appreciates his assistance over the years as well.

As of midnight June 1st, Mr. Bradford will be the interim Chief Operating Officer. Throughout June, Mr. Montera will work on restructuring the Operations side of the District and promoting Mr. Bradford to the permanent Chief Operating Officer.

UPDATES:

Chief Executive Officer Report –

Mr. Montera has been in contract negotiations with Anthem concerning how to bill for no transports and Community Paramedic visits. He hopes to solidify the contract in June.

Mr. Montera has also been advocating with the State House and Senate for the release of funds to ambulance services to help offset the revenues lost and costs incurred by COVID. He has been drumming up support for several revenue neutral solutions and hopes to further his agenda once the legislature is back in session. He is also working on an op-ed piece for the Denver Post and the Colorado Springs Gazette to hopefully bring media attention to this lack of CARES funding going to ambulance districts.

Chief Financial Officer Report -

Mr. Montera stated that billable income was down about 50% last month, which correlates to a reduction in calls of about the same amount. The tax income remained steady in April. Salaries and Wages decreased due to substantial cutbacks in scheduling. Professional development, fuel and travel expenses are down significantly, excluding the purchases of meals for the crews during the initial days of the COVID crisis. Supplies and Equipment is up slightly due to purchasing necessary supplies and PPE for COVID. Contracted Services are down, but may see a slight increase due to the new EMR system. The Net Surplus for the year is approximately \$300,000.

The cash and equivalents still looks strong. The District had a net cash increase last month from the influx of property tax revenues. Days cash at hand has been increasing due to the

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cashing out of bonds. Days in A/R is increasing as collections efforts have been pushed back until at least summer time.

Chief Operations Officer Report-

Mr. Brandes provided a brief overview of the Operations Report for the new Board Members. This year across the board calls are down approximately 30-35%, which are similar to numbers seen 15 years ago.

Outreach - The Outreach report was included in the packet for review.

Mr. Smith inquired about mental health calls. Mr. Creek reported that the CP's have been seeing an increase in detox calls, but not crisis calls. He also checked in with the police recently and they reported an uptick in behavioral health domestic violence calls. The Hope Center has shown an uptick in calls as well. Mr. Creek is going to discuss this with Ms. Benway from the Hope Center later today.

Clinical - The Clinical report was included in the packet for review.

Quality and Compliance –

The Quality and Compliance report was included in the packet for review.

Mr. Burdick stated that the last grant for \$135,000 has been fully funded and all purchases associated with it have been paid for. The state matching grant for \$157,000 which will be used to purchase a new ambulance, a power load stretcher, AED's and video surveillance equipment has passed through regional and state scoring. Mr. Burdick hopes to hear about acceptance in early July.

Communications Update- The Communications report was included in the packet for review.

Ms. Coakley commented that the County is awaiting approval on the new health order from the State. Ms. Coakley will keep everyone apprised of the situation as it evolves.

Vail Mountain Rescue-The Vail Mountain Rescue Report will be sent to the Board members after conclusion of this meeting

EXECUTIVE SESSION-

The Board adjourned for Executive Session to discuss 24-6-402(4) (f) Personnel matters, pertaining to Ms. Gnojek and 24-6-402 (4)(g), C.R.S., Consideration of any documents protected by the mandatory nondisclosure provisions of the Open Records Act.

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The Board reconvened at 9:11 a.m.

In the executive session, two accounts were presented to the Board for consideration. The total amount of approved write-offs was \$1540.00. Upon motion duly made and seconded, it was unanimously

RESOLVED to accept the staff recommendations as presented.

Adjournment –

There being no further business to come before the Board, by motion duly made and seconded it was unanimously

RESOLVED to adjourn the Regular Meeting of May 21, 2020.

Respectfully submitted,

Secretary for the Meeting

Jennifer Cooley Follett

Approved: Board of Directors








