



**Minutes of the Regular Meeting of the Board of Directors  
September 16, 2021**

The Regular Meeting of the Eagle County Health Service District occurred on September 16, 2021 at 8:00 a.m.; at 1055 Edwards Village Blvd., Edwards, Eagle County, Colorado, in accordance with the applicable statutes of the State of Colorado.

**The following Directors were present and acting:**

**Attending In Person:**

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

**Eagle County Health Service District Staff in Attendance:**

Amy Gnojek, CEO/CFO  
Jim Bradford, CEO/COO  
Steve Vardaman, Operations Manager  
Will Dunn, Clinical Manager  
Graham Kane, Clinical Specialist  
Kevin Creek, Community Health Specialist  
Michelle Gennett, Human Resources Manager  
Dana Query, IT Systems Administrator  
Katie Coakley, Communications & Marketing Coordinator  
Veronica Ross, Finance Manager  
Scott Harmsen, Paramedic Supervisor  
Scott Homlar, Paramedic Supervisor  
Dawn Vogeler, Paramedic Supervisor  
David Miller, Community Paramedic  
John Farris, Community Paramedic  
Grant Middlebrook, Paramedic  
Chris Marsh, Paramedic  
CJ Castle, Paramedic  
Amelia VanDyke, Paramedic  
Rob Sbarra, Paramedic  
Jennifer Cooley Follett, Accounting Clerk  
Sarah Braucht, Office Coordinator

**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 September 16, 2021 at 8:02 a.m. noting a quorum was present.

**Changes to Agenda**

Ms. Ross proposed an addition to the agenda of a resolution to approve a new credit card purchase system with Blackbaud integration.

**Consent Agenda**

A motion was made by Ms. Bartnik to approve the Consent Agenda. Mr. Bergman seconded the motion. Motion passed unanimously.

RESOLVED to approve the August 19, 2021 Board Meeting Minutes and Monthly Expenditures.

**BUSINESS & STRATEGY ITEMS:**

**Board Retreat -**

The Board Retreat is scheduled for Monday, October 18 from 8:00am to 4:00pm at Walking Mountains Science School in Avon. Consultants will be brought in to help facilitate the retreat conversation. There have been a lot of changes in the past year including significant staff changes and the pandemic. The consultants will ensure that there is good conversation and to help reflect on the last year. The retreat will help to decide how to move the organization forward and to set goals and expectations. Staff does not want the retreat to turn into a Board meeting and to focus on a strategic plan, staff and Board roles, and a vision for the organization.

**2022 Budget Drivers -**

**Staff seeks discussion and Board counsel on budget drivers of significance, such as salaries & wages, capital improvements & employee housing, and ambulance fee structure.**

**Employee Housing**

Staff would like to establish an initial budget placeholder of \$5 million in 2022 to further develop employee housing and future property development. Dedicated employee housing would take approximately two years to plan and build. The proposal would include remodeling the Eagle station and expanding the crew quarters, as well as stand alone employee housing on the property. Currently the Eagle crew quarters are too small and there is not sufficient office space. It would be the District's plan to include the Hope Center office space in the remodel as well. Multi-unit employee housing could include either condos or townhomes. Ms. Bartnik commented that the Town of Eagle would need to alter the zoning to allow housing use by right and a PUD plan amendment. Mr. Bergman would like to see a strategic analysis of the properties the District owns. Ms. Gnojek stated that this remodel and construction project will be a multi year project with capital considerations including cash on hand versus bonds. The District has the opportunity to enter into a master lease

agreement for a two bedroom lock off apartment in Eagle for an annual lease with the option to renew.

Mr. Smith made a motion to approve the master lease agreement between the District and Vail Police Commander Ryan Kinney for the purposes of employee housing. Mr. Woodland seconded the motion. Motion passed unanimously.

### **Transport Fees**

The District has not adjusted transport fees in four years, while medical supply costs have gone up at least 40% in the past year alone. Ms. Gnojek has consulted the Fair Health Cost website to research appropriate health care rates. She has compared both ALS and BLS, as well as specialty care transports. The proposed transport fee schedule is included in the CFO report in the Board packet and Ms. Gnojek is seeking Board approval to adjust the rates as presented. The effective date would be January 1, 2022 for the rate increase. Mr. Woodland would like to see cost comparisons to other agencies and locations around the state. Mr. Bergman wants to review calls with a short drive time to determine transport necessity.

### **Staffing & Wages**

The single largest cost to the District is staff wages and there was no pay increase in 2021. Pay band overlap issues need to be addressed to make them less confusing but allow flexibility. Senior level administrative staff salaries will be slightly compressed with lowering caps, but raising ranges. The EMT hourly rate seems low, but the annualized rate is higher with guaranteed overtime. Human Resources has been advertising the annual rate over the hourly rate. Extra pay opportunities include overtime, merit jobs, and extra duty shifts. The District believes they offer world class benefits and compensation packages. The benefits package is posted online for recruiting purposes. Updated salaries will be included in the budget as a whole. Mr. Bergman said that he will always come back to "how can we do better" for our people. He has no problem being the highest paid and compensated EMS agency in the state if the District can afford to do so. Ms. Bartnik agreed with the 3% overall wage increase, but she wants to know how the overall salary increase impacts the budget. She hopes that the transfer rate increase will help offset the pay increase. Mr. Bradford would like to provide local high school students with a pathway to an EMS career. Our local schools provide an apprentice program the District may get involved with. The District would also like to increase their partnership with Colorado Mountain College and perhaps find an opportunity for a scholarship program. Mr. Woodland would like to see what the benefits and compensation package is worth per hour.

### **Proposition 120**

**Proposition 120 - Initiative 27 has received enough signatures and is moving towards the November 2021 ballot. In summary, Proposition 120 proposes amending the Colorado statutes to lower the property tax assessment rate for multifamily housing and lodging properties, and allow the state to retain money above constitutional spending limits if it is used to fund existing property tax exemptions. Board discussion on potential impacts to the District to follow.**

Proposition 120 may not have an immediate impact to the District, however we should plan for it regardless. If passed, it could cause \$2 billion in losses to special districts statewide. Staff is extremely concerned about how this will impact income for the District and will keep the Board informed with any updates.

#### **Partnership with Eagle Valley Behavioral Health (EVBH) -**

District staff met with EVBH staff who enthusiastically support the community paramedic program. District staff is trying to figure out how to make the community paramedic program sustainable and has looked into funding a full time day CP shift. EVBH is also interested in opening a detox facility, possibly using the Vail Police Department holding area. EVBH is now the designated behavioral health organization for the county and that opens up funding opportunities to further population and community health programs. The District has the opportunity to solidify a partnership with EVBH, but does not want to fund positions with grant money alone. Mr. Babb commented that he is not excited about getting back into the detox business and law enforcement involvement. Mr. Bergman said to look into two year grant contract positions instead of one year contracts. Ms. Gnojek responded that the goal is to absorb the positions into the organization and afford the wages without grant funding. She said the District is also looking into navigation services and expanding the scale into population health. Mr. Smith wanted to know how the District is working with local schools on mental health crises. Mr. Creek answered that the District has worked with schools in the past, but there are so many other resources available now such as the Hope Center.

#### **ACTION ITEMS:**

##### **Employee Handbook Discussion and Adoption -**

**To be determined subject to legal review. Final version to be provided to the Board of Directors once reviewed by legal. If there is sufficient time, the Board may review, discuss, and move to adopt the Handbook.**

Kathryn Winn with Collins, Cockrel & Cole will review the Board's comments on the Employee Handbook and also offer legal review. Ms. Gnojek asked the Board if staff could incorporate legal suggestions and pass the final version on to the Board for approval by email. Ms. Bartnik had questions about the section on contract delegation and signatures. She would like to see partnership agreements and contracts larger than \$50,000. Ms. Gnojek offered that contracts and purchases over \$50,000 could be approved by the Board by email and then ratified at the next Board meeting. The Board would need to approve the contract or purchase within 48 hours to keep the flow of business moving along. The District is not required to do a request for proposal unless it is a construction project. The Board also asked about quotes for ambulances and a purchasing provision for a single source.

##### **Resolution Approving Purchasing Cards**

Ms. Ross presented to the Board a resolution to approve the new credit card agreement with BlackBaud to update our employee purchasing program. Ms. Bartnik made a motion to approve the resolution. Mr. Smith seconded the motion. Motion passed unanimously.

**UPDATES:**

**Financial Statement Review & Update –**

Ms. Gnojek said there are no significant financial updates and there were no comments from the Board. A budget amendment will be presented next month, as well as the first draft of the 2022 budget.

**Executive/Operations Report –**

Mr. Bradford noted that the National EMS Memorial Bike Ride will be coming through Eagle County next week and he invited the Board to attend lunch with the group at the Eagle Moe's BBQ on Tuesday, September 21st.

**Executive/Finance Report –**

The Special District Association Conference is taking place this week in Keystone. Yesterday Mr. Babb was awarded the 2021 Board Member of the Year and Ms. Gnojek and Mr. Bradford presented on their dyad model of leadership. Staff were upset that the picture posted on social media of those present at the awards ceremony were not wearing masks. Ms. Gnojek stated that they wore masks for the whole conference and only took them off for the picture. Mr. Bradford noted that it projected the wrong message to staff in light of the workplace mask requirements. Mr. Bradford is working on setting up a meeting with Vail Health regarding transports, increased interfacility transport volume, and payment for transports. Mr. Bergman asked if there were any takeaways from the Fire Chiefs meeting that recently took place. Mr. Bradford answered that they did not get into specifics, rather it was an opportunity to get to know each other better, improve relationships, and open the door for better conversations and communication.

**Staff Reports –**

Mr. Creek tendered his resignation and his last day will be on October 7th. He said he was incredibly blessed to have built the community paramedic program over the past 15 years. Additionally, the funding for the behavioral health navigator positions ends on September 30th and subsequently all three navigators have resigned from the District and are relocating their positions with Eagle Valley Behavioral Health.

**EXECUTIVE SESSION –**

Ms. Bartnik made a motion for the Board to convene into Executive Session Pursuant to §24-6-402(4)(c), C.R.S., Matters required to be kept confidential by the Health Insurance Portability and Accountability Act (HIPAA) and Pursuant to §24-6-402(4)(e) and (4)(f), C.R.S., discussion of personnel matters related to CEO search and determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations; and instructing negotiators. Mr. Bergman seconded the motion. Motion passed unanimously. The Board entered into Executive Session at 9:50am.

**The Board reconvened at 10:40a.m.**

Mr. Smith made a motion to approve charitable writeoffs as recommended by staff. Mr. Bergman seconded the motion. Motion passed unanimously.

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**Adjournment –**

There being no further business to come before the Board, Ms. Bartnik made a motion to adjourn the meeting. Mr. Woodland seconded the motion. Motion passed unanimously.

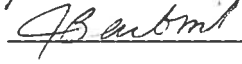
RESOLVED to adjourn the Regular Meeting of August 19, 2021 at 10:42a.m.

Respectfully submitted,  
Secretary for the Meeting  
Sarah Braucht


Approved: Board of Directors




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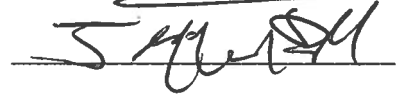
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