



**Minutes of the Regular Meeting of the Board of Directors
January 20, 2022**

The Regular Meeting of the Eagle County Health Service District occurred on January 20, 2022 at 3 p.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 Virtually:

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

Eagle County Health Service District Staff in Attendance Virtually:

Amy Gnojek, CEO/CFO
Jim Bradford, CEO/COO
Steve Vardaman, Operations Manager
Ryan Bush, Operations Specialist
Will Dunn, Senior Manager Clinical Services
Michelle Gennett, Human Resources Manager
Graham Kane, Clinical Specialist
Veronica Ross, Finance Manager
Katie Coakley, Communications, Marketing and PIO Specialist
Sarah Braucht, Office Coordinator
Jennifer Cooley Follett, Accounting Clerk
Dave DiFlumeri, Paramedic Supervisor
Brenda Hazard, Community Paramedic
John Farris, Community Paramedic
Greg Sawyer, Paramedic
Amelia Van Dyke, Paramedic
Grant Middlebrook, Paramedic
Christopher Ewart, Paramedic
Kelly Lombardi, Paramedic

Public in Attendance Virtually:

Kathryn Winn of Collins, Cockrel & Cole

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 January 20, 2022 at 3 p.m.; a quorum was present.

CONSIDERATION OF CHANGES TO THE AGENDA:

Mr. Babb wanted to add to the agenda items: 6C to change the February Board meeting date and 6D regarding the Colorado CARES program.

CONSENT AGENDA:

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

RESOLVED to approve the December 16, 2021 Board Meeting Minutes and December 2021 Monthly Expenditures.

BOARD BUSINESS ITEMS:

Strategic Plan Update -

Ms. Gnojek and Mr. Babb would like to have a standing agenda item regarding the strategic plan to keep the Board as informed as possible. Progress with the strategic plan has been slow due to the busy holiday season and the spike in COVID infections in the county. A call to participate on the strategic plan committee was sent to all employees and Ms. Gnojek would like to have staff from all levels of the organization engaged in this process. She would also like one or two Board members on the committee who will be engaged in the process. Mr. Bergman and Ms. Bartnik volunteered to be on the strategic plan committee.

CEO Search Update -

Ms. Gennett is receiving updates from the recruitment firm every Monday and the CEO application will close on Friday, February 4, 2020. The CEO search committee will meet the week of February 7th to assess the candidates and come up with a plan for moving forward. Mr. Babb wants this process to be as transparent as possible and to include staff as much as possible.

Date Change of January 2022 Board Meeting -

Mr. Babb will be unavailable on February 17, 2022, the date of the regular meeting on the third Thursday of the month. He proposed moving the meeting to Thursday, February 24, 2022 and the Board members were in agreement to move the meeting.

RESOLVED to move the February Board meeting from February 17, 2022 to Thursday, February 24, 2022 at 3 p.m.

Colorado CARES Program -

The CARES (Community Assistance Referral and Education Services) organizers approached the District to be the fiscal agent for the Colorado CARES program. A registered CARES program may provide community outreach and health education to people in an effort to prevent illness and injury and to reduce the incidence of 911 calls and hospital emergency department visits made for the purpose of obtaining non-emergent medical care or services.

Authorized CARES providers may include: a licensed ambulance service; a fire department of a town, city, or city and county; a fire protection district; an ambulance district; health assurance district; health service district; metropolitan district or special district authority, or a licensed or certified healthcare facility.

Thus far, the program has been funded through a recently discontinued non-profit. A state bill will hopefully fund the program starting in 2023 but in the meantime there is a funding gap for 2022 with a \$110,000 - \$120,000 annual budget. The District will create a separate bank account for CARES funds, receive donations and write checks on behalf of the program. The District will receive a 10% administrative fee (approximately \$10,000). Mr. Dunn commented that the District was specifically approached because of our reputation and our measured response and impact on out of hospital cardiac care. He is inclined to keep this program in Eagle County due to the program founder, Lynn Blake, being cared for by District staff during her cardiac arrest 15 years ago. Eagle County has one of the top cardiac arrest survival rates in the state. The Board unanimously approved support for the CARES program.

RESOLVED to approve support for the Colorado CARES program.

ACTION ITEMS:

EC Paramedics Fund Balance & Reserve Policy -

Ms. Bartnik made a motion to approve the Eagle County Paramedics fund balance and reserve policy as recommended by the Government Finance Officers Association (GFOA). Mr. Bergman seconded the motion. Motion passed unanimously.

RESOLVED to approve the Eagle County Paramedics fund balance and reserve policy as recommended by the GFOA.

Notice of 2022 Regular Board Meetings -

Mr. Bergman made a motion to approve the 2022 Notice of Regular Meetings. Ms. Bartnik seconded the motion. Motion passed unanimously.

RESOLVED to approve the 2022 Notice of Regular Meetings.

2022 Election Resolution -

ECPS will hold its regular election on May 3, 2022 for three expiring Director seats.

Designated Election Official to be appointed. Proposed resolution included.

Ms. Gnojek noted that a polling place election would cost the District approximately \$15,000; \$20,000 was budgeted for the 2022 election. Most local special districts are holding polling place elections and the District can share polling locations and judges to save on expenses. Kathryn Winn, legal counsel, commented that mail ballot elections generally cost about \$5 a ballot when factoring in supply costs, postage, judges and legal expenses. Eagle County currently has about 32,000 registered voters. Mr. Smith wants to give voters access to ballots as much as possible, regardless of cost. Ms. Ross noted that the District was mandated to have a mail ballot last time there was an election due to a TABOR question on the ballot. Ms. Winn commented that it costs about \$3 per ballot alone just in printing, postage and labor

expenses. Ms. Ross said that the District hired a service last election through our legal counsel to stuff mail ballot envelopes and mail them, as well as compare the property owner list to the registered voter list which is a very time consuming project. Ms. Winn stated that the Board needs to appoint a Designated Election Official and call the election at this meeting. Mr. Bergman suggested having the Board hold a remote special meeting once mail ballot election costs were determined. After some discussion, the Board wanted to move in the direction of a mail ballot election and will figure out how to cover the costs at a later date. Ms. Braucht took her first special district election training course earlier this afternoon.

Ms. Bartnik made a motion to appoint Sarah Braucht as the Designated Election Official and Veronica Ross as the Deputy Designated Election Official. Mr. Bergman seconded the motion. Motion passed unanimously.

RESOLVED to appoint Sarah Braucht as the Designated Election Official and Veronica Ross as the Deputy Designated Election Official.

Ms. Bartnik made a motion to approve Resolution No. 1, setting the election date of Tuesday, May 3, 2022 and for the election to be conducted as a mail ballot election. Mr. Smith seconded the motion. Motion passed unanimously.

RESOLVED to set the election date of Tuesday, May 3, 2022 and for the election to be conducted as a mail ballot election.

2022 Base Rates Adjustments -

As was discussed and approved within the 2022 Budget, ECPS will adjust ambulance transport rates effective February 1, 2022.

Ms. Gnojek noted that the base rates were discussed and included in the approved 2022 Budget in December. Approving the base rates in the budget is fine and they do not need to be approved separately. The District has not historically had separate approval for base rates through a resolution, but staff is presenting this to the Board to make it more transparent. Mr. Bergman made a motion to approve the 2022 ambulance transport base rates as presented within, effective February 1, 2022. Mr. Smith seconded the motion. Motion passed unanimously.

RESOLVED to approve the 2022 ambulance transport base rates as presented within, effective February 1, 2022.

UPDATES:

Financial Statement Review & Update -

Ms. Gnojek and Ms. Ross have been working on draft year-end financials, but they have run into financial accounting software program issues. They are still reconciling some numbers and they will have solid numbers by the first week of February for the 2021 end of year. The finance department is working on scheduling the 2021 audit. Ms. Gnojek wanted to pass on thanks from staff to the Board for the year end bonuses.

Executive/Operations Report –

Mr. Bradford stated that the District finished ahead on calls for 2021 compared to 2020, but behind 2019 call volume. He questions comparability of data due to database platform changes. Similar agencies are significantly up on call volume for 2021. January 2020 was the busiest month ever in District history.

Mr. Bradford and Ms. Gnojek met with Vail Fire Chief, Mark Novak, this morning. They asked for collaboration and conversation if the Vail Fire Department does move forward on adding paramedics to their fire crews. The FEMA Assistance to Firefighters Grant (AFG) application deadline is at the end of February, with award notification between July and September. Once the fire department has received the funds, they have 180 days to implement the program. The District's standpoint is to start working together now (rather than later) if the grant money is awarded. Ms. Gnojek noted that Vail Fire is not interested in getting into the business of patient transport, only having one paramedic on each crew to respond to calls. The District and the Vail Fire Department have differing views on appropriate patient care levels, however Mr. Bradford made the point that District employees are the experts in emergency medicine in Eagle County and that the Vail Fire Department will need to collaborate with us if their paramedic program is to be successful. Mr. Smith asked to set protocols when there is a differing medical opinion between District staff and Vail Fire staff. Mr. Bergman asked what would be the financial impacts if the Town of Vail no longer used the District for emergency medical services. Mr. Bradford responded that it would be a very expensive way to add an extra firefighter to each crew. Mr. Dunn commented that it will be a significant time drain when two paramedics from different agencies are doing the same job. The medical director will likely have the same high standards for Vail firefighters/paramedics as District staff and it could be financially burdensome on Vail Fire for rarely used skills and equipment. Mr. Babb wants to put in the time and energy into the process now before the grant money is approved. Ms. Gnojek commented that the FEMA grant is very competitive and Vail will be put under the microscope for the grant money to be awarded. She suspects that if this grant money does not come through, that Mark Novak will find a way to finance paramedics on the fire crews.

Executive/Finance Report –

Ms. Gnojek noted that it has been a busy month in the administrative department, especially with remote work COVID challenges. She is keeping an eye on the "No Surprises Act" for medical billing and there is a lot of talk on how it might impact emergency medical services. There is debate regarding scheduled versus emergent interfacility transfers and how the billing could be handled since ambulance transports are out of network. It has been suggested for ambulance companies to collaborate with hospitals on billing. She is working with legislators and lobbying about working with insurance companies to cover some costs. They are trying to get ambulances identified as an essential service.

Two District employees, Jodi Nagle and Christopher Ewart, are graduating from paramedic school tomorrow. The District is looking into a peer support program not only for District employees, but first responders community-wide. A small internal group is meeting to talk about what resources are available and how to partner with other agencies. Our internal

support is currently very informal and Ms. Gnojek would like to see the District be a bigger part of Eagle County mental health support for all first responders. The District is looking at bolstering our own program and figuring out how to add more levels of resources. The goal is to come up with actionable items and be the lead model for other agencies.

Staff Reports -

Mr. Babb was impressed with the District’s social media statistics and with the very extensive Vail Daily article published over the weekend highlighting the District.

BOARD STRATEGY DISCUSSION:

Eagle Station -

Discussion led by Jim Bradford regarding potential future developments to the Eagle Station location.

Mr. Bradford would like a Board member to help with moving forward on the Eagle station expansion and upgrade with a possible employee housing component. Mr. Bergman offered his assistance. Mr. Bergman also noted that he has been accepted into the Colorado Special District Association’s leadership academy.

EXECUTIVE SESSION:

Ms. Bartnik made a motion to enter into Executive Session pursuant to Colorado Revised Statute §24-6-402(4)(c), Matters required to be kept confidential by the Health Insurance Portability and Accountability Act (HIPAA). Mr. Smith seconded the motion. Motion passed unanimously. The Board entered into Executive Session at 4:37 p.m.

The Board reconvened at 4:46 p.m.

Mr. Bergman made a motion to approve charitable write offs as recommended by staff. Ms. Bartnik seconded the motion. The motion passed unanimously.

Adjournment –

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

RESOLVED to adjourn the Regular Meeting of January 20, 2022 at 4:38pm.

Respectfully submitted,
Secretary for the Meeting
Sarah Braucht

Approved: Board of Directors

