



**Minutes of the Regular Meeting of the Board of Directors  
November 17, 2022**

The Regular Meeting of the Eagle County Health Service District occurred on November 17, 2022 at 3:00pm 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:**

Janet Bartnik  
Dan Smith  
Lynn Blake  
Jack Eck  
Scott McCorvey (virtual)

**Eagle County Health Service District Staff in attendance in-person:**

Brandon Daruna, Chief Executive Officer  
Jim Bradford, Chief Operating Officer  
Steve Vardaman, Operations Manager  
Alice Harvey, Community Health Manager  
Dana Query, IT Systems Administrator  
Veronica Ross, Finance Manager  
Michelle Gennett, Human Resources Manager  
Jenn Cooley-Follett, Accounting Clerk  
Sarah Braucht, Office Coordinator  
Claire Davis, Community Paramedic  
David Miller, Community Paramedic  
John Farris, Community Paramedic

**Eagle County Health Service District Staff in attendance virtually:**

Will Dunn, Chief Clinical Officer  
Katie Coakley, Communications Specialist  
Scott Homlar, Paramedic Supervisor  
Steve Zuckerman, Paramedic  
Grant Middlebrook, Paramedic  
Jodi Nagle, Paramedic  
Amelia VanDyke, Paramedic  
Ande Rasmussen, Paramedic  
Christopher Ewart, Paramedic

**Public in Attendance:**

Kathryn Winn of Collins, Cole, Flynn, Winn & Ulmer (virtual)

**CALL TO ORDER**

The Regular Meeting of the Board of Directors of Eagle County Health Service District was called to order by Mr. Smith on November 17, 2022 at 3:00pm noting a quorum was present.

**GRATITUDE & POSITIVE PATIENT EXPERIENCE**

Ms. Ross received a phone call from a patient who jokingly said she hopes to never see us again, but that she received great care from the field crew that helped her. Ms. Harvey and the community paramedics are doing a lot of collaborative work on home health care and she thanked Mr. Farris for all his help. Mr. Vardaman read a card he received from a patient's parents thanking the crew for the critical care transfer of their baby. Paramedic Aaron Zinser was awarded the Medal of Valor at the EMSAC conference over the weekend for a search and rescue mission in which he participated. Ms. Harvey and Mr. Farris presented at the EMSAC conference on community paramedicine.

**CONSENT AGENDA:**

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

RESOLVED to approve the October 20, 2022 Board Meeting Minutes and October Monthly Expenditures.

**DISCUSSION ITEMS:**

**ECPS 501c3 Discussion -**

Mr. Daruna is starting to explore the opportunity to set up a 501c3 charitable fund for the District and he is looking into bringing in an expert to see if a 501c3 is appropriate. Ms. Blake said the sooner the fund is set up, the more beneficial it is for the District and can hopefully help fund the community paramedic program. Mr. Smith felt there was no reason to postpone moving forward with a 501c3 designation and that there isn't a need for a consultant to see if it is appropriate. He also wants to make sure that the District has a defined path for funds received through 501c3 donations.

**Housing Committee 2023 Budget Consideration -**

Mr. Daruna is looking for the Board's philosophical direction for the housing committee's potential programs. This topic is a huge undertaking and it is proving to be far more complicated than anticipated. The potential programs include:

- Increasing the down payment loan from \$100,000 to \$150,000 and forgive the loan within a 15 year span, however the employee would make interest only payments. In the event of employee departure or termination, a balloon payment of the remaining principal becomes due.
- Earmarking \$1.5 million to purchase a property to rent back to employees.
- Relocation allowance of up to \$5,000 that is already in place.

- A monthly housing stipend was also proposed, however it is not favored by the Board as a viable and sustainable option.

Ms. Blake views the principle of loan forgiveness as an investment in the employee. Mr. Eck wants the housing program to be stable. Ms. Bartnik wondered if there is a tax liability for writing off/forgiving the down payment loan. Mr. Smith commented that the current down payment program is free for employees but they must pay back the loan, however the new program would charge a small interest payment but the loan amount could be forgiven in total after 15 years employment with the District. He wanted to know how this change will affect the capital fund. Ms. Bartnik suggested limiting the number of employees or amount of money that can be available for the down payment program. She likes the increase from \$100,000 to \$150,000, but interest rates to refinance have gone up significantly. Ms. Ross stated that in the 2023 budget, \$500,000 has been set aside for the housing program and \$1 million for the Eagle station remodel. Mr. Smith noted that both permanent and short term housing options need to be addressed. Ms. Bartnik wanted to know if a housing fund could be created to specifically manage these expenses. She would like to have an outside management company involved if subleasing a property to employees. Ms. Ross stated that there is \$50,000 currently in the budget for the relocation allowance for up to \$5,000 for each employee request. Mr. Smith suggested a loan to cover a rent deposit that would then come out as a payroll deduction. Mr. McCorvey likes the menu of housing assistance options for employees and that there is a variety to meet many needs.

#### **ACTION ITEMS:**

##### **2023 Budget Hearing –**

Mr. Smith opened the public hearing on the 2023 Budget. There being no public comment, the public hearing was closed.

Ms. Ross budgeted for a 7% rate increase, but she is investigating the implications of a 10% increase. Mr. Daruna explained that employee raises will be about a 6% average increase. Ms. Gennett did a salary study and some positions need to be brought up a little more to make the wages competitive. Ms. Ross put together a five year forecast for capital project expenditures which includes purchasing vehicles and large building maintenance projects. Mr. Bradford will start planning the Eagle station remodel in the spring of 2023. Ms. Bartnik pointed out that the Board only needs to approve expenditures in the budget and that the revenues are just an estimate

Ms. Bartnik made a motion to approve the proposed 2023 Budget, subject to final assessed valuations by Eagle County Assessor's Office. Mr. Eck seconded the motion. Motion passed unanimously.

RESOLVED to approve the 2023 Budget, subject to final assessed valuations by Eagle County Assessor's Office.

The Board discussed increasing the District's billing rates between 7% and 10%. The District's rates are currently lower than other agencies in the state. A 7% increase would incur about \$583,000 in revenue and a 10% increase would be about \$826,000. Mr. Smith would like to

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keep the District's billing revenue closer to 1/3 of expenses rather than the existing 1/4. Ms. Bartnik is struggling to make a decision with only receiving this information just before the Board meeting and she would like to see a full schedule of fees. Ms. Ross noted that the cost of medical supplies has dramatically increased in the past year. Mr. Daruna said he can bring back to the Board some regional comparisons of billing fees. The current 2023 budget is based on a 7% rate increase. Staff is also looking at increasing the District's special event billing rates. Ms. Ross said that staff will do a little more research and bring this matter back to the Board to consider at the December meeting.

**UPDATES:**

**Executive Report -**

Mr. Daruna is developing a social contract for internal use for employees. It has been filtered down to 16 phrases currently and staff is working on distilling it further. Ms. Bartnik would like the District values and the social contract to align. Mr. Daruna noted that the new automatic dispatch system has been challenging, however future remodels of stations will benefit more from the new systems. Mr. Daruna is also part of a legislative group that is working on hopefully getting billing for EMS services. Ms. Blake thanked Mr. Daruna for attending the Colorado Mountain College EMT meeting.

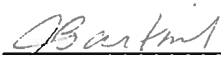

**ADJOURNMENT:**


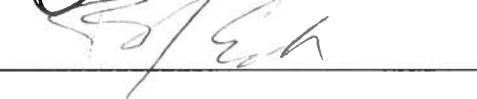
There being no further business to come before the Board, Mr. Eck made a motion to adjourn the meeting. Ms. Blake seconded the motion. Motion passed unanimously.

RESOLVED to adjourn the Regular Meeting of November 17, 2022 at 4:19pm.

Respectfully submitted,  
Secretary for the Meeting  
Sarah Braucht

Approved: Board of Directors

  
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