



**Minutes of the Regular Meeting of the Board of Directors
May 20, 2021**

The Regular Meeting of the Eagle County Health Service District occurred on May 20, 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
Dan Smith
Janet Bartnik

Also in attendance:

ECHSD Staff:
Jim Bradford, CEO/COO
Amy Gnojek, CEO/CFO
Steve Vardaman, Operations Manager
Ryan Bush, Operations Specialist
Will Dunn, Senior Manager of Clinical Services
Graham Kane, Clinical Specialist
Kevin Creek, Community Health Specialist
Katie Coakley, Communications Coordinator/PIO
Veronica Ross, Finance Manager
Scott Lindquist, IT Manager
Jennifer Cooley Follett, Accounting Clerk
Kate Byers-Contractor, Interim HR
Sarah Braucht, Office Coordinator
David Miller, Community Paramedic
Scott Harmsen, Paramedic Supervisor
Becky Cohen, Paramedic
Christopher Ewart, EMT

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 20, 2021 at 8:05 a.m. noting a quorum was present.

EXECUTIVE SESSION-

The Board convened into Executive Session at 9:22am Pursuant to §24-6-402(4)(a), C.R.S., Concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest and Pursuant to 24-6-402(4)(b), C.R.S. for conferences with the District's legal counsel for legal advice on potential claims and the status of the District's deed of trust and foreclosure of 26 Bentwood, Gypsum and 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), C.R.S., Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators.

The Board reconvened at 9:07 a.m.

Mr. Bergman made a motion to accept the proposal by Nate Krehbiel to subrogate his outstanding note payable to the District subject to signing a letter of intent to satisfy the terms of the original lien, notably that it be paid on time in March, 2022. Mr. Smith seconded the motion. Motion passed unanimously.

Consent Agenda

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

The Board asked a few clarifying questions on the monthly expenditures.

RESOLVED to approve the April 15, 2021 Board Meeting Minutes and Monthly Expenditures.

OLD BUSINESS:

COVID Update -

Mr. Bradford explained that we are entering a new phase of COVID and that Eagle County ended their public health emergency declaration effective yesterday, May 19, 2021, however statewide public health orders are still in place. The District is looking at ending their emergency declaration as well. Employees will still need to wear surgical masks for patient encounters and N95 masks with known COVID patient encounters. Because about 95% of District employees are vaccinated, no masks are required for vaccinated employees in the office or in crew quarters. Unvaccinated employees still need to wear a surgical mask in these settings. Mr. Smith asked if the District is allowed to require vaccination unless there is a religious or health exemption? Ms. Byers answered that the District is waiting to see how litigation plays out with other employers before making a decision. Mr. Bradford said the District may require all new hires to be vaccinated against COVID, similar to the flu shot policy. Dr. Woodland asked how the District can assist in further increasing the vaccination

rate in Eagle County? Mr. Bradford stated that many District employees have been working at vaccination clinics since January, but there still is work to be done to reach other populations and to make it easier for people to get vaccinations. The District and partnering organizations need to think outside the box and help facilitate employers in getting their employees vaccinated. Mr. Vardaman said it is hard to navigate the logistics and storage of vaccines, but that the District can do better to support underserved populations. He stated that Eagle County Public Health recognizes the percent of unvaccinated population is logistically hard to reach and Public Health is transitioning from mass vaccination sites to vaccine distribution to local primary care offices and pharmacies. Mr. Dunn said some people are hesitant to get the vaccine because they believe that the vaccine may not be free. He also said healthcare providers should find missed opportunities to provide vaccines where healthcare is being provided anyway. Mr. Babb is currently trying to figure out the level of vaccination at Vail Resorts and how to move forward with vaccination efforts for their employees. Mr. Dunn said it would be wise to target employers in the county whose employees may not have a chance to attend a vaccine clinic. Mr. Creek suggested that a part time community paramedic could pre schedule with businesses and drive around to administer vaccines to employees who can't take time off from work.

Mr. Bergam made a motion to approve Resolution 2021-01: **TERMINATION OF THE EAGLE COUNTY HEALTH SERVICE DISTRICT COVID-19 LOCAL DISASTER EMERGENCY DECLARATION** effective 10:00 am, Thursday, May 20th, 2021. Dr. Woodland seconded the motion. Motion passed unanimously.

NEW BUSINESS:

New Eagle County Paramedics Organization Chart -

Ms. Gnojek said the District has drafted a new organization chart to better bring together the concept of "One ECPS" with a circular and inclusive chart. Ms. Coakley has worked on the design of the chart with a front side of the circular chart with positions and a secondary back side that includes every person in the organization, as well as supporting roles of the Board and Medical Directors. The chart has been uploaded to the online employee portal for universal access. Ms. Gnojek feels that the new chart is fresh, creative, and helps to foster the direction of where the District wants to go. Mr. Smith said he would like to see the organization chart show direct report relationships. Ms. Bartnik commented that with the circular design, the communication and culture for everyone is valued with a flow of information. Mr. Bergman said that if an outside entity looks at the circular design they may not easily understand the layers of the organization and it may be hard to differentiate the field staff's direct supervisors. Mr. Ewart commented that the second page is beneficial to new employees. Ms. Cohen thought the new design looks cooler than a traditional line chart and that it is visually appealing and effective. Ms. Gnojek said the intent of this design was to try to get away from a chart with direct chains of command.

Capital Fund Discussion -

Ms. Gnojek stated the capital fund has been a topic of discussion with the auditors and she wanted to bring it up with the Board. The District currently has about \$6 million in the capital

project fund that was established in the beginning of 2020. She is working on a separate bank account to further differentiate these funds. A capital reserve study was done in 2019 and it is fluid based on the needs of the District and the community, especially during the last year through the pandemic. The District actually needs about \$14 million for the capital fund to plan for future funding for a ten year plan. The rate of progress slowed significantly during the pandemic and the District has identified dedicated funds for the cash balance from bonds and Colorado Trust. Possible capital projects could include a new station in Wolcott and a modest remodel to the Eagle station. The District could choose to dedicate part of the current mill levy to allocate to the capital projects fund, not to exceed a certain amount of money to protect the operating needs of the District. The purpose of this fund is to acquire and develop capital projects and assets with a minimum floating amount in case of emergencies. Ms. Bartnik commented that this fund is needed for ongoing capital maintenance and always keeping an eye on the future for at least ten years. Ms. Gnojek stated that initial funds for this purpose were set aside from the operating fund without negatively impacting operating needs of the District. Mr. Bergman stated that it is tough to fund something that you don't know exists yet and to communicate the need for these funds to the public. Ms. Gnojek would like to restrict the capital funds for future building and ongoing projects. Ms. Bartnik said that special districts can exceed the minimum 3% of operating fund reserves required by TABOR and she would like to see it closer to 25% for the District. Mr. Bergman wants to set up the framework for financial security for future Board of Directors. Ms. Gnojek will work on the proper fund base level amount.

Station Alerting -

Mr. Bradford outlined the station alerting system where dispatch can automatically recommend needed departments and dispatch appropriate resources. This helps to speed up the process for response to crews. The other module of the system can gently wake up crews in the middle of the night with lights softly coming on and less jarring call tones. Eagle River Fire Department has funds left over from the bonds to build new stations. The total cost for the dispatch portion is \$170,000 which the fire department can cover upfront, however they are asking for other first responder agencies to help fund the program. The District's portion to contribute is \$60,000 and it feels like the District is being pressured to help fund the program to decrease everyone else's bill. The system will be put in place regardless of buy-in from the District. The slightly quicker response time may not even make much of a difference. The District is not advocating for the in-station components at this time. Ms. Gnojek is having a hard time justifying the expense, especially since it was not budgeted. Dr. Woodland asked if it could be included in the budget for next year and contribute then. Mr. Bradford feels like the District has been backed into a corner in helping to pay for this project. Ms. Bartnik wants to be a collaborative partner but doesn't want to be forced into a situation. Mr. Bergman said he can facilitate a conversation with the Eagle River Fire Board of Directors. Mr. Smith wants to keep a good relationship with the District's other partner agencies. Ms. Gnojek advised taking a step back to figure out the District's financial priorities and see if payment can be delayed until next year.

ACTION ITEMS:

Vail Health Lease - Seeking discussion and approval for additional 2021 expenditures related to Tenant Improvement Costs and Common Area Maintenance.

Mr. Bradford and Ms. Gnojek had a conversation with the Vail Health team and came to a reasonable compromise. The initial tenant improvement bill was approximately \$660,000, but they have negotiated it down to \$219,000 plus common area maintenance. The District paid Vail Health \$1.4 million to build out the Vail station space at \$1.86 per square foot and hard costs came out at \$2.04 per square foot. Vail Health wants the District to pay the difference. The soft costs (architectural drawings) were negotiated down from \$204,000 to \$102,000. Lastly, the ambulance bay floors are flat and don't drain, which is dangerous and inefficient. There have been many discussions about who is responsible and who should pay. The District signed off on the floors without seeing the design or plans. Vail Health has offered to contribute an additional \$20,000 towards fixing the bay floors, but then the District will inherit fixing the problem. Todd Goulding, the District's construction representative, does not recommend that solution. Todd does not believe the District owes the difference between the per square foot construction costs because all plans and costs were based on a bigger space than the District actually ended up with (8500 square feet vs 7500 square feet), so that would cancel out the extra costs they want the District to pay. Mr. Bergman asked if the District knows the cost to fix the floor? Mr. Babb replied that we do not and Vail Health does not feel they are in the wrong here and don't want to put any money towards it. Mr. Bradford brought up the fact that there might not be a solution to fix it. The Board advised staff to pay the \$219,000 plus \$25,000, but not accept liability for the floor. The District could get our own engineer to look at the issues and cost out a solution to bring to Vail Health. Mr. Babb will take this financial offer back to Craig. The District will look for a solution for the bay floors, but not accept liability. The District will need to make a budget amendment once a final number is decided on.

Ms. Bartnik left the meeting at 11:25 am.

UPDATES:

Executive/Operations Report –

Mr. Bradford advised the Board that the Centura facility in Avon will close on June 26th. Vail Health is taking over the property and could possibly relocate their urgent care facility to that location.

Mr. Bergman asked about the two helicopter transports in the last month. Vail Health will not allow third party use of the helipad and the Vail Health helipad will not support a blackhawk helicopter.

Executive/Finance Report –

Ms. Gnojek was happy to report the hiring of the new Human Resources Manager, Michelle Gennett, who will be starting on June 1st. She is an Eagle County local with a lot of human resource experience and skills and she will be a great addition to the District. Ms. Byers will

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stay on for a while to onboard, train, and finish up some projects she is working on. The District is heavily recruiting for two open IT positions.

Staff Reports -

There were no comments on the Staff Reports.

Adjournment –

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

RESOLVED to adjourn the Regular Meeting of May 20, 2021 at 11:34 a.m.

Respectfully submitted,
Secretary for the Meeting
Sarah Braucht

Approved: Board of Directors









