



**Minutes of the Regular Meeting of the Board of Directors  
July 15, 2021**

The Regular Meeting of the Eagle County Health Service District occurred on July 15, 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

**Also in Attendance:**

Eagle County Health Service District Staff:  
Amy Gnojek, CEO/CFO  
Jim Bradford, CEO/COO  
Steve Vardaman, Operations Manager  
Ryan Bush, Operations Specialist  
Will Dunn, Clinical Manager  
Kevin Creek, Community Health Specialist  
Veronica Ross, Finance Manager  
Michelle Gennett, Human Resources Manager  
Dave Diflumeri, Paramedic Supervisor  
Sarah Braucht, Office Coordinator

**Attending Remotely:**

Katie Coakley, Communications Coordinator/PIO  
Jennifer Cooley Follett, Accounting Clerk  
Kate Byers-Contractor, Interim HR  
David Miller, Community Paramedic

**Public**

Jim Hinkle of Hinkle & Co.

**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 July 15, 2021 at 8:00 a.m. noting a quorum was present.

### 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 June 17, 2021 Board Meeting Minutes and Monthly Expenditures.

### BUSINESS & STRATEGY ITEMS:

#### 2022 Election and Board Member Succession Planning -

The next upcoming Board election is scheduled for May 3, 2022. Director Babb and Dr. Woodland are term limited. Mr. Bergman's first term is up, but he can choose to run for a second term. Ms. Bartnik and Mr. Smith's terms end in 2023 and they may choose to run for a second term as well. Leadership staff is interested in recruiting a pool of candidates instead of just appointing one interested candidate. The nomination process will open in February of 2022. Staff would like to keep a medical professional on the Board. Ms. Gnojek spoke with the Special District Association of Colorado and they advised to hold an information session for interested parties to learn more about the District and Board requirements. The District has an opportunity to recruit candidates at the open houses to be held at the end of August. Mr. Bergman suggested teaming up with other special districts to possibly hold elections at the same time. Mr. Creek would like to see someone on the Board with public health experience. Ms. Bartnik noted that having morning Board meetings could be a barrier to joining the Board and to consider evening meetings instead. Mr. Dunn commented that the current medical director of the District, Dr. Diana Hearne, is retiring soon and may consider joining the Board after her retirement.

#### Board Retreat -

The Board Retreat was tentatively scheduled for Monday August 16th, however Ms. Bartnik is not able to attend. Staff will look for another date and send out a survey to the Board and leadership staff. The retreat will be posted as an open meeting and core leadership staff will be invited to attend at a minimum. It will be a workshop format with no decisions being made.

#### Staff Summer Party -

Mr. Bergman and Paramedic Heather Pugh have been working on planning a staff summer gathering. The Board would host the party and hold it at the Eagle Vail Pavilion on a Friday or Saturday in early September. It would be an afternoon event with live music and the family of staff is invited to attend as well. This would be a casual event, whereas the winter event is slightly more formal.

### ACTION ITEMS:

#### 2020 Audit -

**Review, discuss and approve 2020 Audited Financial Statements. Hinkle & Co. will be present to discuss and answer any questions. Audit draft has been distributed.**

Ms. Gnojek sent out last week a first draft of the 2020 audit to the Board. She has since revised the format and it looks much different. The numbers are not significantly different, but the format and fund classification have been updated. The income on the audit was previously presented as proprietary funds, however it needs to be reported as government funds since the District is taxpayer funded. This is the proper way to move forward with the audit. The only number updated was the property tax receivable, as well as the section on Management Discussion and Analysis. Even though there have been more calls for service in recent years, the income is not increasing much.

Auditor Jim Hinkle explained the differences between proprietary and governmental funds. In terms of the audit, there were no significant deficiencies and the internal controls are working well. The financial statements were prepared with generally accepted accounting principles. The Auditors were provided the necessary documentation and it was a transparent process. Ms. Bartnik wanted to know if the audit format change affects the monthly financial statement and Ms. Gnojek replied that it does not.

#### **Special District Association Insurance Pool Intergovernmental Agreement -**

**The Special District Association Insurance Pool is seeking an intergovernmental agreement from the District in order to maintain compliance within its insurance plan, of which the District is a covered member.** This document is to be signed retroactively. The insurance pool offers better benefits than commercial insurance.

Mr. Bergman made a motion to approve the Intergovernmental Agreement for the Colorado Special District's Property and Liability Pool. Dr. Woodland seconded the motion. Motion passed unanimously.

RESOLVED to approve the Intergovernmental Agreement for the Colorado Special District's Property and Liability Pool.

#### **UPDATES:**

##### **Financial Statement Review & Update –**

Ms. Gnojek stated that the District is sitting in a strong financial situation year to date. It is a busy July with calls for service and special events. With the wildland team deployment and property tax inflow, the District is financially where it was expected. There is an uptick in expenditures in education and community outreach now that things are opening back up again. With the unexpected Vail building expense this year, the Board can expect a budget amendment. Mr. Babb questioned the days in accounts receivable and if the billing company is going to collections too quickly. Mr. Bergman wanted to know the performance standard that was agreed upon with the billing company and Ms. Gnojek responded that they have a 90 day policy for patients to pay their bill. Ms. Gnojek is working with the billing company to have more patient contact before sending their account to collections. Mr. Bergman asked if the wildland fire deployment pays for all expenses. Ms. Gnojek answered that the federal government reimburses wildland fire expenses and then some. Dr. Woodland asked if the staff enjoy the wildland assignments. Mr. Vardaman answered that the wildland team

members voluntarily choose this specialty and they seem to enjoy the deployments. Mr. Bergman asked if it is hard to backfill shifts while staff is gone on wildland assignments, to which Mr. Vardaman answered that it is sometimes a challenge, but most staff are willing to help out. The District is still waiting to hear back on funds applied for through a FEMA grant.

**Executive/Operations Report –**

Mr. Bradford appreciated the time he spent with his family before his mother passed away recently. He is attending an EMS visioning retreat with all the county fire departments on Friday, August 20. Mr. Bradford encouraged attendance at the Eagle Valley Salvation Army fundraiser, Empty Bowls, on Friday August 13. The District held paramedic interviews earlier this week for four currently open positions and with a start date of Monday August 2. The District's call volume is back to normal and the field crews are keeping very busy. Mr. Bradford attended the valley-wide behavioral health monthly meeting and Eagle Valley Behavioral Health was designated as the preferred provider in the county. Mr. Bradford and the operations team are still working on a remedy for the Vail station floor drain issue.

**Executive/Finance Report –**

Director Babb has been nominated and awarded the Board Member of the Year by the Special District Association (SDA) of Colorado. Mr. Bradford and Ms. Gnojek will be speaking at the SDA conference which takes place September 14-16 in Keystone. The award luncheon is being held on Tuesday, September 14. Dana Query, the new IT Systems Administrator, has been hired and he starts on Monday July 26. Once he has a feel for the organization and the District's IT needs, a decision will be made regarding the Data Technician open position. The District is on the front end of the budget season and Ms. Gnojek is developing a strategy for the budget outcome and surplus to better meet the organizational goals. The District has worked very hard to get in the good financial position it is in currently. The leadership team would like the Board of Directors to get more involved in public relations opportunities to represent the District at special events. Mr. Bergman would like to be included on event invitations. He was disappointed the Vail Fourth of July static parade display was not staffed.

**Staff Reports –**

Dr. Woodland had some questions about Mr. Kane's outreach report and asked if the District is losing money on giving away certifications to partnering organizations. Mr. Dunn responded that there is more return on goodwill and it costs less than sending out employees for certifications. Dr. Woodland feels the District needs to put priorities on which programs it wants to focus on. Mr. Babb noted that community paramedic calls are down this last month, but more around normal after covid check-ins have dramatically decreased. Mr. Dunn commented that the District is taking part in an EMS fellowship program as a rural training site and we are splitting the cost of hosting the fellows with the program. Mr. Babb wanted to make it clear that the community paramedic program is not going away and it offers tremendous benefit to the community. Mr. Bergman wants staff to be comfortable with approaching the Board with comments and questions. Leadership staff said they would give Board contact information to the staff. The Village at Avon hotel development and construction project is moving forward next to the Avon station.

**EXECUTIVE SESSION –**

Mr. Babb made a motion for the Board to convene into Executive Session 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. Mr. Bergman seconded the motion. Motion passed unanimously. The Board entered into Executive Session at 9:47am.

**The Board reconvened at 10:12 a.m.**

**Adjournment –**

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

RESOLVED to adjourn the Regular Meeting of July 15, 2021 at 10:13 a.m.

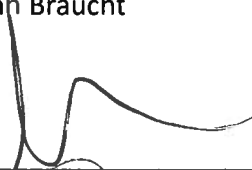
Respectfully submitted,  
Secretary for the Meeting  
Sarah Braucht

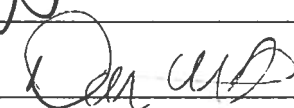
Approved: Board of Directors

  
\_\_\_\_\_

  
\_\_\_\_\_

  
\_\_\_\_\_

  
\_\_\_\_\_

  
\_\_\_\_\_