



**Minutes of the Regular Meeting of the Board of Directors  
October 12, 2023**

The Regular Meeting of the Eagle County Health Service District occurred on *October 12, 2023, at 3:00 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:**

Dan Smith, Kala Bettis

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

Dana Query, Steve Vardaman, Alice Harvey, Lionel Montoya, Brandon Daruna, Jasmine Hermosillo, Lauren Barcza, Brooks Bingman, Katie Coakley, Deb Cohen, James Hubbard, Suzanne Ewing, Grant Middlebrook

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

Kimberly Vega, Will Dunn, Anna Miller, Amelia Vandyke

**CALL TO ORDER**

The Regular Meeting of the Board of Directors of Eagle County Health Service District was called to order by Dan Smith on October 12, 2023, at 3:00 p.m. noting a quorum was present.

**CONSIDERATION OF CHANGES TO THE AGENDA**

Ms. Blake made a motion to accept the agenda as amended and as sent to the Board on Thursday, October 12, 2023. Dr. Eck seconded the motion. The motion passed unanimously.

**GRATITUDE AND POSITIVE PATIENT EXPERIENCE**

An email from Vail Health recognized all the hard work and transfers made by Doug Krause. This acknowledgment backs up his recognition at the Night of Excellence, which Mr. Daruna mentioned.

Alice Harvey received a Leadership Award as a way of appreciating her unwavering commitment and efforts in in-home integrated health and the Community Paramedic program. Mr. Daruna also gave recognition to Steve Vardaman and Katie Coakley for their significant contributions to the success of the Night of Excellence event.

Veronica Ross was awarded for outstanding contributions that went above and beyond expectations. Her dedication and exceptional work in handling multiple projects and her commitment to ECPS were duly recognized.

**CONSENT AGENDA:**

A motion was made by Ms. Blake to approve the Consent Agenda. Dr. Eck seconded the motion. The motion passed unanimously.

RESOLVED to approve the August 17, 2023 Board Meeting Minutes and the August Monthly Expenditures.

**BOARD BUSINESS ITEMS:**

**HH Mill Levy Collection Proposition & SB23-108-**

The Vail Valley Partnership, in collaboration with the public and districts, united to address a significant 47% increase in home evaluations within Colorado, including Eagle and Pitkin County. This increase will have an impact on the District's budget, the full extent of which remains uncertain. In November, the fate of the HH Mill Levy will influence the District's budget by \$900,000. Ms. Blake emphasized that, at this point, all that can be done is to proceed based on the outcome of the election. If the HH Mill Levy does not pass, there will be statewide interest in providing a tax credit to Colorado property owners. Ms. Winn explained the SB23-108 tax reduction is an optional measure. The fire district is currently operating with the same profit margin as their 2010 tax revenue structure was designed with taxation in mind.

**2024 Budget First Draft-**

The first draft of the 2024 budget has been presented, addressing a 5% increase in revenues and incorporating budgetary adjustments based on the HH Mill Levy. The Vail Valley Partnership, along with the public and districts, collaborated to mitigate a 47% increase in home evaluations in Colorado, encompassing Eagle and Pitkin County. While the budget will be impacted, the precise effects remain undetermined. Ms. Blake emphasized the District's subsequent actions will be based on the electoral outcome.

Mr. Smith inquired about the District's bad debt and confirmed that the \$1.5 million debt figure is still accurate. It was established that most of the debt is owed to EMSMC. Sharp, the new billing company, identified the failure to bill from EMSMC; However, it was beyond the insurance billing deadline, resulting in a substantial write-off. Ms. Ross noted there is an estimated 15% reduction in debt to be expected, though it may fluctuate due to economic inconsistencies. Mr. Montoya stated that the revenue cycle will cover all expenses. Ms. Blake inquired about the budgeted amount for ambulance graphic expenses, and Mr. Ross clarified that the budget also covers stretchers, graphics, and other equipment to ensure the physical well-being of employees.

Ms. Winn added that the hearing will take place in December. If the bill passes, the due date will change and provide more time.

**ACTION ITEMS:**

**Investment Policy & Procedure Update**

Mr. Montoya suggested a modification to the Investment Policy and Procedure document, extending the maximum investment time period to five years, instead of three. Ms. Blake put forward the motion, and Dr. Eck seconded. The motion was approved unanimously.

### **Open CARROT Bank Account**

Mr. Montoya suggested the implementation of a distinct bank account for the purpose of reconciliation and financial tracking related to the new CARROT benefit adopted by the District. Ms. Blake expanded on this idea, indicating that the adjustment appeared suitable.

### **Approve the Selected Auditor**

Mr. Montoya made a request for the acceptance and future use of FORVIS, the chosen auditor. Mr. Daruna provided further details, expressing the value of electing an auditor who is committed to conducting thorough audits, which can be challenging to find in the EMS industry. It was agreed that an engagement letter would be provided following the approved consensus. Mr. Smith put forward the motion, and Ms. Bettes seconded it. The motion passed unanimously, pending the engagement letter.

### **UPDATES:**

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

The revenue for the month of August fell short of the budget by eight percent. A balance sheet has been prepared for the 2019 Capital Fund and Audit, with separate accounts. A new balance sheet has been created, breaking down the funds, which subsequently reduces the operating cash. Currently, no financial decisions will be made.

Donor Perfect has been contracted and has begun the setup process for enrollment.

The cost report, totaling nine hundred thousand dollars, has been finalized. Thirteen percent of the District's patients utilize Medicaid.

#### **Executive/Operations Report –**

With the large sum that has been spent on investments in education for our field staff, a conversation was brought up in regards to partnering with Denver Health and having Eagle County Paramedic Services participate in the training and education field providing the opportunity to positively influence the future generations of Paramedics and EMTs. Mr. Dunn added Colorado Mountain College is no longer able to provide the education needed and provided insight on ECPS as a competitive paramedic school especially because of the lack of education available in this region of the state. Kelly Lombardi has been collaborating with Denver Health as well as creating a schedule that will have minimal impacts on operations. Ms. Lombardi's Master's in education and experience as a long-term district employee have led to quick accreditation and vast progress. If this process is started, Mr. Dunn added that Eagle County Paramedic Services would be the only education provider west of Lakewood. Furthermore, the cost of providing this education would be very low with decent revenue. Mr. Dunn has been working with Justin Harper, Chief of Education at Denver Health to do a site inspection with the intent of moving forward and piloting ten students.

A committee will be coming together to adjust the mission, vision, and values of the District. Ms. Blake is interested in partaking in this adjustment.

An update on the housing committee elaborated on a policy being put together and having sincere conversations with the District's employees to identify their needs, perspectives, and experiences.

Mr. Vardaman shared positive news in regards to the hiring process that has just concluded resulting in the following new additions to the staff- two paramedics, five part-time EMTs, the first ever part-time paramedic, and James Hubbard, the first Logistics Coordinator. All eight employees are proactive in-field training. Mr. Hubbard will be assisting with fleet, building, and facility maintenance as well as medical supply procedures and distributions.

With a 31% annual increase in IFT and a 12% increase in Community Health visits, the District has remained busy resulting in schedule and shift adjustments. In the past, another six full-time staff members have been recruited to staff a 48-hour shift. Moving forward, targeting the busy times has been the priority. Starting at the end of October 2023, a 12-hour ambulance will be scheduled from 0700-1900 seven days a week, a 12-hour shift from noon to midnight seven days a week, and four 10 am to 10 pm hour shifts on heavily occupied days. Overall, this adjustment has only increased staffing slightly. Thirteen paramedics now work on a 12-hour three-day-a-week schedule. With obligations including community expectations, IFTs, and 911 operations, all obligations have different staffing needs.

**Staff Reports –**

Ms. Cohen has been with the District for a month and a sense of priority and understanding has now been established. The priority as of now is the collaborative restructuring and continuing to grow the Community Paramedic program. Mr. Montoya added that the application process and licensing have now been initiated. Ms. Blake inquired about the change made in the level of service. Ms. Harvey elaborated that the adjustment is for detoxification services in conjunction with Vail Health and Vail Health Behavioral Health to provide intoxication aid.

**EXECUTIVE SESSION:**

Mr. Smith made a motion to enter into Executive Session pursuant to Colorado Revised Statute §24-6-402(4)(g), C.R.S., Consideration of any documents protected by the mandatory nondisclosure provisions of the Open Records Act. Includes: medical records, personnel files, and privileged documents, See §24-72-204(3)(a) for the complete list Ms. Blake seconded the motion. The motion passed unanimously. The Board entered into Executive Session at 4:16 p.m.

**The Board reconvened at 4:35 p.m.**

**ADJOURNMENT:**

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

RESOLVED to adjourn the Regular Meeting of October 12, 2023 at 4:35 pm.

Respectfully submitted,

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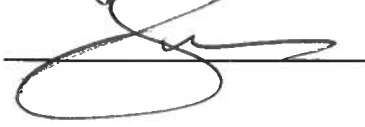
Eagle County Health Service District Regular Meeting Minutes  
October 12, 2023



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Secretary for the Meeting  
Jasmine Hermosillo Najera

October

Approved: Board of Directors

  
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I, Kathryn Winn, Registration No. 38125, attest to the non-recorded Executive Session constituted Attorney-Client privileged communication.

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Kathryn Winn