



Board of Directors

Chief Carl Tatum, Chair
Chief Steve Murphy, Vice-Chair
Jeffery S. Force, Secretary
T. Wayne Florek, Treasurer
Julie Kiley, M.D.
Timothy Hurtado, D.O.
William Normile

Commissioner Sallie Clark
Commissioner Peggy Littleton (Alternate)
Mayor Blair Bartling (Alternate)
Councilmember Sam Gieck
Lieutenant Mike Skeldum (Alternate)
Chief Jeremy Gardner
Chief Matt Love

**EL PASO COUNTY EMERGENCY SERVICES AUTHORITY
BOARD MEETING AGENDA
Wednesday, April 1, 2015 – 3:00 p.m.
Pikes Peak Regional Development Center
2880 International Circle, 2nd Floor Hearing Room, Colorado Springs, CO 80910**

Call to Order – Determination of a quorum

This meeting is being recorded to assist in the production of meeting minutes.

- 1. CHANGES TO AGENDA/POSTPONEMENTS**
- 2. PUBLIC COMMENT FOR ITEMS NOT SCHEDULED ON THE AGENDA**
- 3. APPROVAL OF THE MINUTES OF MARCH 4, 2015** [Action/Approval]
- 4. REGULAR BUSINESS**
 - A. Treasurer’s Report for March 2015 (Wayne Florek) [Action /Approval]
 - B. Committee Reports
 - Research Committee (Chief Steve Murphy) [Information]
 - C. Community Relations Report and Scatter Map Data (Laura Saenz) [Information]
- 5. NEW BUSINESS**
 - A. Participating Agency IGA – District Status (Caroline Sasaki) [Information]
 - B. Administration Update (Caroline Sasaki) [Information]
 - C. Open Board Position (Carl Tatum) [Information]
 - D. Board Member/Staff Comments
- 6. EXECUTIVE SESSION REQUESTS**

In accordance with the Colorado Open Meetings Law, Section 24-6-402 (4), the El Paso County Emergency Services Authority, in open session, will determine whether it will hold a closed executive session. The matter for executive session will be limited to the topics identified in Section 24-6-402 (4) of the Open Meetings Law, and the topic for discussion will be stated in the open session in as much detail as possible without compromising the purpose of the executive session. The Chair shall poll the ESA members, and upon consent of two-thirds of the members present, an executive session will be held. If consent to the executive session is not given, the item may be discussed in open session or withdrawn from consideration.

7. ADJOURNMENT

PACKETS ARE SENT VIA E-MAIL TO EXPEDITE INFORMATION

Pursuant to the Colorado Open Meetings Law, CRS §24-6-401, et Seq. and ARTICLE TWO Section 2.9.C of THE EL PASO COUNTY EMERGENCY SERVICES AUTHORITY Agreement, this agenda was posted at the El Paso County’s administration offices at Centennial Hall, 200 S. Cascade Ave., Colorado Springs, Colorado on or before March 31, 2015. Please call Caroline Sasaki at 520-7654 or email her at carolinesasaki@elpasoco.com if you wish to submit your name and e-mail address to receive notice of future meetings.

TENTATIVE SCHEDULE OF UPCOMING COMMITTEE MEETINGS			
DATE	MEETING	TIME	LOCATION
April 15, 2015	Research Committee	9:00 AM	2880 International Circle, 1 st Floor Conference Room
April 29, 2015	Planning Committee	4:00 PM	2880 International Circle, 1 st Floor Conference Room
May 6, 2015	Monthly Board Meeting	3:00 PM	2880 International Circle, 2 nd Floor Hearing Room

ESA March Board Meeting

MINUTES

MARCH 4, 2015

3:00 P.M.

 PIKES PEAK REGIONAL BUILDING DEPARTMENT
 2880 INTERNATIONAL CIRCLE, COLORADO SPRINGS

FACILITATOR	Chief Carl Tatum
NOTE TAKER	Caroline Sasaki
ATTENDEES	Commissioner Sallie Clark, Councilmember Sam Gieck, Wayne Florek, Jeffery Force, Chief Steve Murphy, Chief Matt Love, William Normile, Dr. Julie Kiley, Chief Jeremy Gardner, Jim Reid, Kenneth Hodges
ABSENT	Dr. Timothy Hurtado, Mayor Keith McCafferty

Agenda topics

1. CHANGES TO AGENDA/POSTPONEMENTS

DISCUSSION
None.

2. PUBLIC COMMENT

DISCUSSION
None.

3. APPROVAL OF THE MINUTES OF FEBRUARY 4, 2015

DISCUSSION	
None.	
MOTION	PERSON RESPONSIBLE
Motion to approve the minutes of the February 4, 2015 meeting.	Chief Gardner
Second	Dr. Julie Kiley
Approved	Unanimous

4.A. JANUARY 2015 COMPLIANCE REPORT

DISCUSSION	
<p>Caroline Sasaki reviewed the January compliance report, noting the assessments for January consisted only of per call late assessments for three calls totaling \$279.00. The three late calls were all in the Suburban 12 zone. Regarding overall compliance, two zones fell under 90%, the Frontier 25 and Frontier 45 zones. She continued there were five exemptions, four of which were weather related, and one involved a second unit on scene. In summary, the potential assessments for January were \$395.25, and the recommended assessments were \$279.00.</p> <p>Chief Love reported that the Planning Committee met last week and discussed the exemption process. He continued that the group would like to compile a list of criteria they'd like to receive from the contractor related to each exemption for the report. There was a general discussion about the criteria, and Mr. Reid pointed out that any change in criteria will need to be reviewed by the attorney to verify it doesn't contradict the current contract.</p>	
MOTION	PERSON RESPONSIBLE
Motion to accept the January 2015 Compliance Report with correction to the total for potential assessments in the table on page 4.	Commissioner Sallie Clark
Second	Bill Normile
Approved	Unanimous

4.B. TREASURER'S REPORT FOR JANUARY AND FEBRUARY 2015

DISCUSSION	
Caroline Sasaki presented the January and February Treasurer's reports. She reported total revenues of \$20,000 in contract administration for January, and no expenses. February had no revenue and no expenses.	
MOTION	PERSON RESPONSIBLE
Motion to accept the January and February Treasurer's Reports.	Bill Normile
Second	Commissioner Sallie Clark
Approved	Unanimous

4.C. COMMITTEE REPORTS

DISCUSSION
Steve Murphy reported that the Research Committee met on February 12th. He stated that Ted Sayer sent a survey to the fire districts regarding resources, and is still in the process of gathering the responses. He continued that Tim Dienst is currently working with UCCS to define a capstone project for one of their graduate students to assist with research.

4.D. COMMUNITY RELATIONS REPORT AND SCATTER MAP DATA

DISCUSSION
Laura Saenz reviewed the Community Relations report for January. AMR started a project with two local florists, Colorado Springs Wholesale Florist and Southern Charm Wedding to take unsellable floral arrangements to a nursing home to be used as a recreational activity for the residents at Cheyenne Mountain Care Center.
Chief Gardner asked what process AMR uses to determine which vehicle to send to a particular call, and Laura explained that dispatchers are taught to use the closest and most appropriate unit based on a dynamic dispatching system.

4.E. MEDICAL CONTROL COMMITTEE MEETING SCHEDULE

DISCUSSION	
Caroline Sasaki presented the updated meeting schedule to reflect the new meeting schedule for the Medical Control Committee, which will now meet three times per year rather than bi-monthly. Their meetings will be held at 12:30pm in the Memorial Administrative Center at 2420 E. Pikes Peak Ave., and the next meeting will be June 3rd.	
MOTION	PERSON RESPONSIBLE
Motion to accept the new meeting schedule for the Medical Control Committee.	Commissioner Sallie Clark
Second	Councilmember Sam Gieck
Approved	Unanimous

5.A. MEDICAID REIMBURSEMENT BILL 15-1151

DISCUSSION
Chair Tatum reviewed the current Medicaid and Medicare reimbursement amounts, and stated this bill is going to increase the reimbursement amount. He added that he would like the ESA board to sign a letter of support. Tim Dienst of Ute Pass Regional Ambulance District addressed the board, and reported that 73% of patient transports are Medicaid or Medicare and private pay. He continued that since last May, they have experienced a 38% increase in Medicaid patients. With the expansion of Medicaid as part of the Affordable Care Act, he expects that number to double again this year. As this number grows, it's going to become harder to finance EMS operations. This bill is significant financially, and in most cases will double the reimbursements they're currently receiving. Mr. Dienst added that he will be attending the bill hearing on the 12th and will be happy to take all letters of support with him. Chief Jim Rebitski added that Black Forest doesn't have a high percent of Medicaid patients, but stated this bill would still help their district by a significant amount. The board directed staff to provide a signed letter of support to Tim Dienst to take with him to the hearing of the bill.

5.B. PARTICIPATING AGENCY IGA - BLACK FOREST

DISCUSSION

Mr. Hodges presented the Black Forest IGA, stating there is one substance change which is an acknowledgement that the agency's jurisdictional boundaries are not included in the response zone compliance calculations as stated in the ESA/AMR contract. Other than that, there were no changes from the template IGA.

MOTION	PERSON RESPONSIBLE
Motion to approve the Black Forest Fire Protection District IGA.	Chief Matt Love
Second	Jeff Force
Approved	Unanimous

5.C. PARTICIPATING AGENCY IGA - CRYSTAL PARK VOLUNTEER FIRE DEPARTMENT

DISCUSSION	
Mr. Hodges addressed the IGA for Crystal Park, pointing out that the agency's only ambulance service is through the AMR/ESA contract, and they're not providing any ground transport services through their district.	
MOTION	PERSON RESPONSIBLE
Motion to approve the Crystal Park Volunteer Fire Department IGA.	Commissioner Sallie Clark
Second	Chief Murphy
Approved	Unanimous

5.D. PARTICIPATING AGENCY IGA - EDISON PROTECTION DISTRICT

DISCUSSION	
Mr. Hodges stated out this IGA is the template with no changes other than to insert the district's name.	
MOTION	PERSON RESPONSIBLE
Motion to approve the Edison Volunteer Fire Department IGA.	Bill Normile
Second	Commissioner Sallie Clark
Approved	Unanimous

5.E. PARTICIPATING AGENCY IGA - CITY OF MANITOU SPRINGS

DISCUSSION	
Mr. Hodges noted that this IGA is a little different because their situation is a little different, there are a couple steps to include the City of Manitou into the ESA. The first step is for the City to enter into an IGA with the ESA. This contract states this agreement will become effective upon the contract being amended to include the city's jurisdictional boundaries within the exclusive area. The map in the current contract has Manitou in a frontier zone, and Manitou Springs is in discussion with AMR regarding appropriate response times. The second step would be to amend the contract between the ESA and AMR. There was some general discussion about current operations, and whether this would affect response times across all zones. Scott McCune replied that there is currently a unit serving Manitou Springs, and this unit would continue to serve the system as a whole as it already is.	
MOTION	PERSON RESPONSIBLE
Motion to approve the Manitou Springs Fire Department IGA.	Commissioner Sallie Clark
Second	Councilmember Sam Gieck
Approved	Unanimous

5.F. PARTICIPATING AGENCY IGA - DISTRICT STATUS

DISCUSSION
Caroline Sasaki reported there is one remaining district that hasn't yet returned an IGA, which is Peyton. Chief Murphy added that he is in contact with them, and they're working on it.

5.H. ESA BUSINESS ADMINISTRATOR

DISCUSSION

Jim Reid announced that Caroline Sasaki has taken another position in the county under the Office of Emergency Management, and that the ESA Business Administration position will need to be posted and hired.

5.I. ADMINISTRATION

DISCUSSION

Mr. Reid asked the board to approve the hire of a temporary position to cover the 10 hours per week of administrative support that the Business Administrator position provides according to the ESA/AMR contract until the position has been filled. The board directed Mr. Reid to authorize AMR to hire a temp position for ten hours a week until the ESA Business Administrator position is filled. Chair Tatum added that a couple members of the Planning Committee expressed interest in participating on the interview panel, and Mr. Reid asked that anyone who is interested send him an email.

5.J. BOARD MEMBER/STAFF COMMENTS

DISCUSSION

Several of the board members thanked Caroline Sasaki for her time with the ESA, and Dr. Kiley additionally thanked Tim Dienst for his efforts regarding the Medicaid Reimbursement Bill. Chief Love brought up AMR weather events and level 0 events, and asked if Fire Districts would be interested in receiving notifications for these. He mentioned they will be discussing this at the next Fire Chiefs Forum. Jim Reid offered the option of using Ready Ops through the Office of Emergency Management, and noted that the Emergency Manager would be the point of contact for that. Scott McCune added that sending level 0 notifications to outside agencies might be a challenge because level 0 situations are very volatile and change quickly.

6. EXECUTIVE SESSION REQUESTS

DISCUSSION

None.

7. ADJOURNMENT

DISCUSSION

None

MOTION	PERSON RESPONSIBLE
Motion to adjourn.	Bill Normile
Second	Commissioner Sallie Clark
Approved	Unanimous

MEETING ADJOURNED AT 4:26 P.M.

ESA March 2015 FINANCIAL REPORT
Reported on April 1, 2015

Item 4.A

	2015 Budget	March 2015 Current Month Actuals	2015 YTD Actuals	2015 Unobligated Balance	2015 Variance %
OPERATING REVENUES					
Contract Administration (Per Agreement)					
ESA Administration	\$ 80,000.00	\$ -	\$ 20,000.00	\$ (60,000.00)	-75.0%
Appropriation from Fund Balance	\$ -	\$ -	\$ -	\$ -	0.0%
Operating Revenue Subtotal (Contract Administration)	\$ 80,000.00	\$ -	\$ 20,000.00	\$ (60,000.00)	-75.0%
Other Operational Revenue					
Interest	\$ 75.00	\$ -	\$ -	\$ (75.00)	-100.0%
Compliance Assessments (Allocated to Grants Fund)	\$ -	\$ 279.00	\$ 279.00	\$ 279.00	0.0%
Operating Revenues Subtotal (Other)	\$ 75.00	\$ 279.00	\$ 279.00	\$ 204.00	272.0%
TOTAL OPERATING REVENUES (All Sources)	\$ 80,075.00	\$ 279.00	\$ 20,279.00	\$ (59,796.00)	-74.7%
OPERATING EXPENDITURES					
Contract Administration (Per Agreement)					
El Paso County Compliance Administration	\$ 67,475.00	\$ 7,807.64	\$ 7,807.64	\$ (59,667.36)	-88.4%
Contract Research/Evaluation	\$ -	\$ -	\$ -	\$ -	0.0%
Financial Audit / Accounting	\$ 8,000.00	\$ -	\$ -	\$ (8,000.00)	-100.0%
Insurance	\$ 2,500.00	\$ -	\$ -	\$ (2,500.00)	-100.0%
Office/Automation Expenses	\$ 2,000.00	\$ -	\$ -	\$ (2,000.00)	-100.0%
Information Services	\$ 100.00	\$ -	\$ -	\$ (100.00)	-100.0%
Operating Expenses Subtotal (Contract Administration)	\$ 80,075.00	\$ 7,807.64	\$ 7,807.64	\$ (72,267.36)	-90.2%
Other Operational Expenses					
Grants (From Actual / Available Compliance Assessments)	\$ -	\$ -	\$ -	\$ -	0.0%
Operating Expenses Subtotal (Other)	\$ -	\$ -	\$ -	\$ -	
TOTAL OPERATING EXPENDITURES (All Sources)	\$ 80,075.00	\$ 7,807.64	\$ 7,807.64	\$ (72,267.36)	-90.2%
VARIANCE: REVENUES OVER EXPENDITURES — Surplus / (Deficit)	\$ -	\$ (7,528.64)	\$ 12,471.36	\$ 12,471.36	0.0%

CASH POSITION	
2015 BEGINNING FUND BALANCE — Unassigned and Assigned Funds	\$ 17,935.04
As of 3/31/15:	
Grant Fund Balance (Assigned)	\$ 5,689.50
RFP Fund Balance (Assigned)	\$ -
Unassigned Fund Balance	\$ 24,716.90
Cash Receivable	\$ -
Cash Payable	\$ -
ENDING FUND BALANCE — Unassigned and Assigned Funds	\$ 30,406.40

Grant Fund Balance	
\$ 5,410.50	<i>Beginning Balance</i>
\$ 279.00	<i>Add: Penalty Rev Rec YTD</i>
\$ -	<i>Add: Interest</i>
\$ -	<i>Less RFP Fund Transfer</i>
\$ -	<i>Less Grant Fund Awards</i>
\$ 5,689.50	<i>Assigned Grant Fund Balance</i>



Community Relations Report February 2015

Donated Special Events/Community Education

- Pikes Peak Towers Blood Pressure Checks
- Rudy Elementary Ambulance Tour
- Peterson Air Force Base Disaster Drill
- Village at the Bluffs-Medical Standby

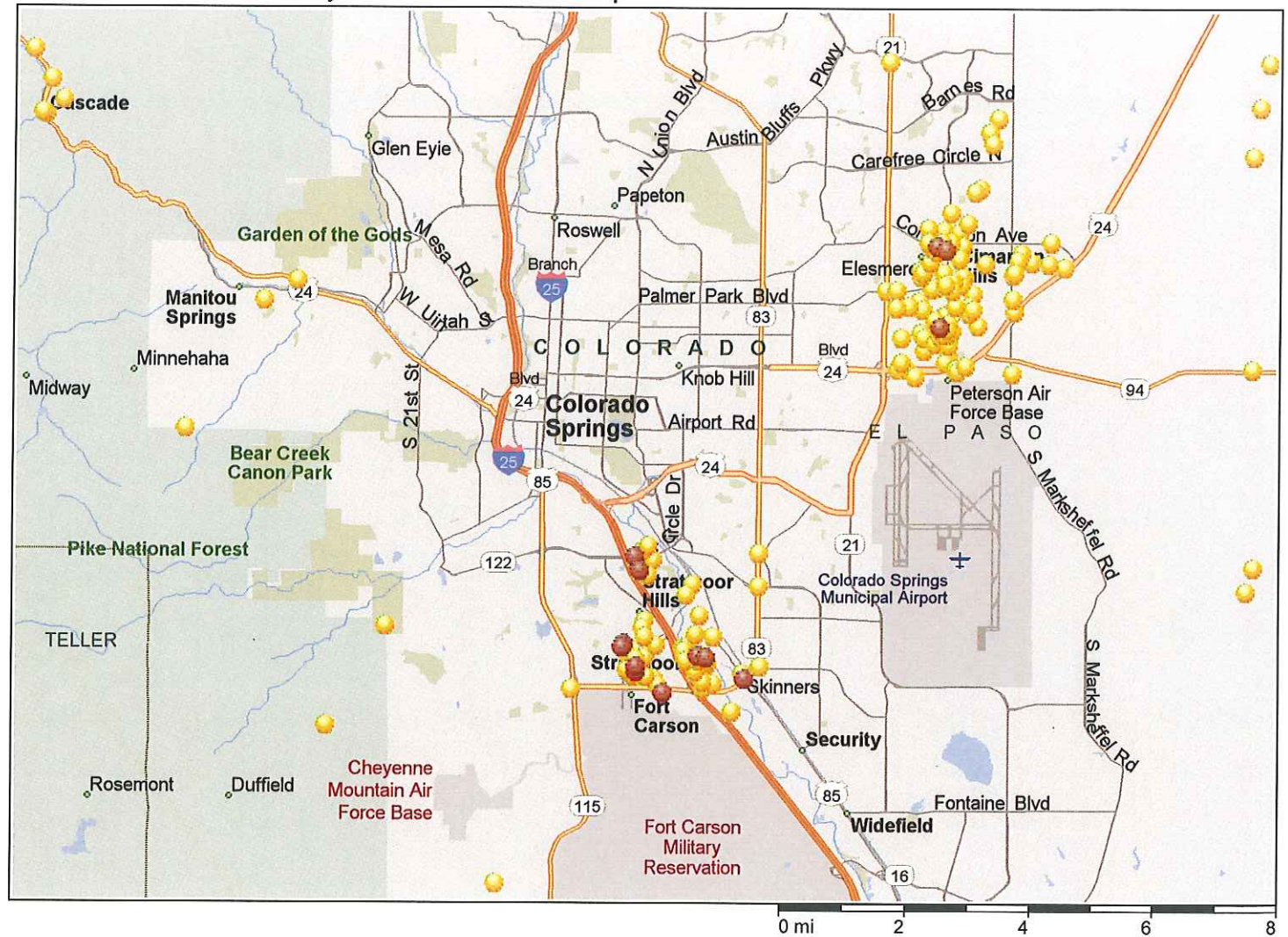
AMR actively participates in the following on an on-going basis

- Safe Kids Coalition
- Drive Smart Steering Committee
- Leadership Pikes Peak
- Colorado Springs Executives Association
- Pikes Peak Fire Fighters Association
- Pikes Peak Chief's Forum
- Pikes Peak Elder Abuse Coalition
- Meal on Wheels

February All Calls and Exceptions

Pushpins

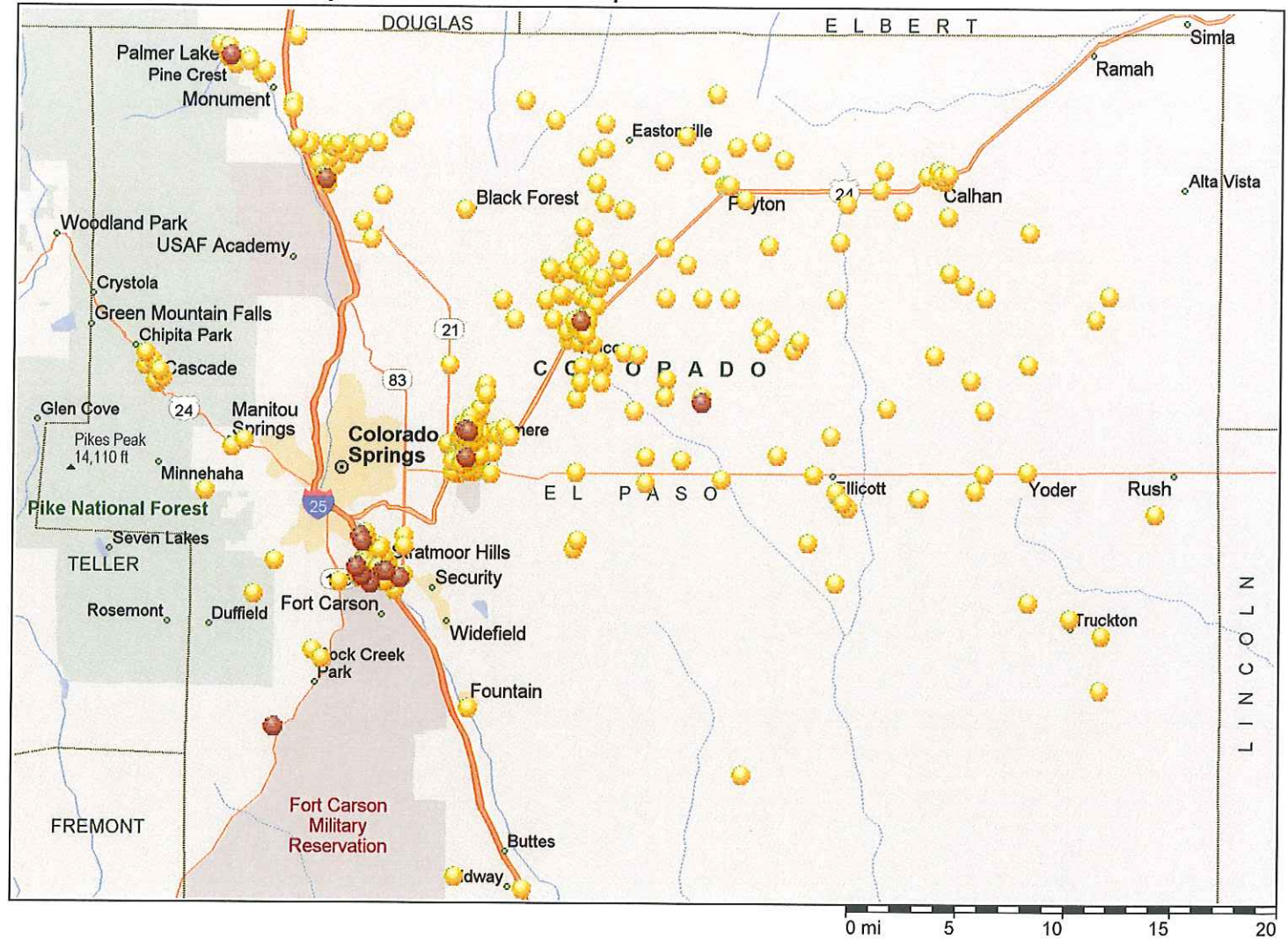
- Exceptions-February
- El Paso County Call Listing-Febru...



February All Calls and Exceptions

Pushpins

- Exceptions-February
- El Paso County Call Listing-Febru...



Scattergram Information

Stratmoor Hills

Total Calls	105
Exceptions	11
Percentage	89.5%

Cimarron Hills

Total Calls	66
Exceptions	3
Percentage	95.45%



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 Chief Jeremy Gardner

TO: ESA Board
FROM: Caroline Sasaki, Business Administrator
DATE: April 1, 2015
RE: Fire District IGA Status

ESA / Fire District IGA Status		
Agency	Presented to ESA Board	Approved/Signed by ESA Board
Big Sandy Fire Department (Simla)	2/4/2015	2/4/2015
Broadmoor Fire Department	12/3/2014	12/3/2014
Black Forest Fire Protection District	3/4/2015	3/4/2015
Calhan Fire Protection District	12/3/2014	12/3/2014
Cascade Fire Department	11/5/2014	11/5/2014
Cimarron Hills Fire Department	9/3/2014	9/3/2014
City of Manitou Springs	3/4/2015	3/4/2015
Colorado Centre Fire Department	9/3/2014	9/3/2014
Crystal Park Volunteer Fire Dept	3/4/2015	3/4/2015
Donald Wescott Fire Department	12/3/2014	12/3/2014
El Paso County Search & Rescue	12/3/2014	12/3/2014
Edison Volunteer Fire Department	3/4/2015	3/4/2015
Ellicott Fire Protection District	2/4/2015	2/4/2015
Falcon Fire Protection District	12/3/2014	1/7/2015
Green Mountain Falls/Chipita Park Fire Dept	9/3/2014	9/3/2014
Hanover Fire Protection District	10/1/2014	11/5/2014
Palmer Lake Volunteer Fire Department	12/3/2014	12/3/2014
Peyton Fire Protection District		In Process
Security Fire Protection District	11/5/2014	11/5/2014
Southwest Hwy 115 Fire Protection District	10/1/2014	11/5/2014
Stratmoor Hills Fire Dept	12/3/2014	12/3/2014
Tri-County Volunteer Fire Department	2/04/2015	2/4/2015
Tri-Lakes Fire Protection District	12/3/2014	12/3/2014