



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)
Chief Matt Love
Councilmember Sam Gieck
Lieutenant Mike Skeldum (Alternate)
Chief Jeremy Gardner

EL PASO COUNTY EMERGENCY SERVICES AUTHORITY BOARD MEETING AGENDA

Wednesday, October 7, 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 FOR September 2, 2015**
4. **REGULAR BUSINESS**
 - A. Compliance Report August 2015 (Ted Sayer) [Action/Approval]
 - B. Treasurer's Report for August 2015 (Wayne Florek) [Action /Approval]
 - C. Ratification of the 2016 Budget (Ted Sayer) [Action/Approval]
 - D. Committee Reports
 - Medical Control Committee (Dr Kiley) [Information]
 - Research Committee (Chief Steve Murphy) [Information]
 - E. Scatter Map Data (Chelsia Baker) [Information]
 - F. Community Relations Report (Twyla Kuemmerly) [Information]

5. NEW BUSINESS

- A. El Paso County Board of County Commissioners Ambulance Resolution Update (Ted Sayer) [Information]
- B. Ambulance Re-certification (Shawn Howe) [Information]
- C. 2014 Audit Update (Ted Sayer) [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 If consent to the executive session is not given, the item may be discussed in open session or withdrawn from consideration.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 September 1, 2015. Please call Ted Sayer at 520-7654 or email him at tedsayer@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
October 20, 2015	Research Committee	3:00 PM	2880 International Circle, 1 st Floor Conference Room
October 20, 2015	Planning Committee	4:00 PM	2880 International Circle, 1 st Floor Conference Room
November 4, 2015	Monthly Board Meeting	3:00 PM	2880 International Circle, 2 nd Floor Hearing Room

ESA May Board Meeting

MINUTES AUGUST 5, 2015 3:02 P.M.

PIKES PEAK REGIONAL BUILDING DEPARTMENT
2880 INTERNATIONAL CIRCLE, COLORADO SPRINGS

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

Agenda topics

1. CHANGES TO AGENDA/POSTPONEMENTS

DISCUSSION
None.

2. PUBLIC COMMENT

DISCUSSION
None.

3. RATIFY ACTIONABLE ITEMS FROM AUGUST 5TH 2015 MEETING

DISCUSSION	
None.	
MOTION	PERSON RESPONSIBLE
Motion to approve the minutes of the Minutes from August 5 th 2015.	Wayne Florek
Second	Chief Matt Luv
Approved	Unanimous

4.A. JULY 2015 COMPLIANCE REPORT

DISCUSSION	
Ted Sayer reviewed the July 2015 compliance report noting overall compliance is above standard with an emphasis on recent improvements in the Suburban 12 category. Commissioner Clark had questions on the unusually low assessments. Sayer concurred and explained that he had confirmed the methodology with Caroline Sasaki and that zone compliance as well was up supporting the findings of improved contractor performance.	
MOTION	PERSON RESPONSIBLE
Motion to accept the May and July 2015 Compliance Report	Commissioner Sally Clark
Second	Wayne Florek
Approved	Unanimous

4.B. TREASURER'S REPORT FOR AUGUST 2015

DISCUSSION	
Wayne Florek presented the August Treasure's Report noting that there have been no changes since the last report.	
MOTION	PERSON RESPONSIBLE
Motion to accept the June and July 2015 Treasurer's Reports.	Commissioner Sally Clark
Second	Jeff Force
Approved	Unanimous

4.C. COMMITTEE REPORTS

DISCUSSION
Chief Steve Murphy introduced Tim Dienst from Ute Pass Regional Ambulance Authority who gave a brief update on the ESA Research Subcommittee then introduced Pam Sawyer and Adrian Vasquez with University of Colorado at Colorado Springs who presented findings from their recent study on ambulance services and EMS coordination and response throughout El Paso County.

5.A. ESA/AMR CONTRACT AMENDMENT UPDATE – MANITOU SPRINGS

DISCUSSION
Ted Sayer updated the board reporting that he has received the full executed amendment.

5.B. 2014 AUDIT, 2016 BUDGET UPDATE

DISCUSSION
Ted Sayer updated the board on the delay in the budget presentation which is due to the delayed Audit from Rubin Brown. Ted noted that the 2016 budget is complete in draft form pending Rubin Brown's completion of the 2014 audit and will be presented to the board for approval at the first meeting following completion of the audit.

5.C. WEBSITE UPDATE

DISCUSSION
Ted Sayer presented changes to the Website along with enhanced social media presence. Commissioner Clark recommended that Ted research options for a better site address than ESABOARD.ORG. Bill Normile asked about availability of data on our website which Ted said he would research.

5.D. MEMBER/STAFF COMMENTS

DISCUSSION
Commissioner Clark reminded everyone that September is Emergency Preparedness Month. Dr Kiley discussed the Cath Lab at Memorial North stating that the Cath Lab is now open weekdays at both North and Central from 730 – 330 and after hour's there should be one team. Central Dispatch can provide the location of the team at any given time. If the location isn't known, patients can be taken to either facility. Chief Luv congratulated Shawn How on his new position of Operations Manager (with AMR). Jeff Force updated that Saint Frances anticipates that they will be a state certified level III trauma center and will have an open house September 29 th from 100/pm-600/pm. Chief Tatum reported about a meeting he and Ted Sayer had with Colorado Springs Fire Department about two weeks ago and that he and Ted are working to improve collaboration with between the county and the city.

6. EXECUTIVE SESSION REQUESTS

DISCUSSION
None.

7. ADJOURNMENT

DISCUSSION	
None	
MOTION	PERSON RESPONSIBLE
Motion to adjourn.	Chief Steve Murphy
Second	Commissioner Clark
Approved	Unanimous

MEETING ADJOURNED AT 4:04 P.M.

DRAFT



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ESA Performance & Compliance Report

August 2015

I. ESA COMPLIANCE REVIEW SUMMARY

Pursuant to the Intergovernmental Agreement Concerning the El Paso County Emergency Services Authority (“ESA”) dated April 1, 2014, El Paso County and the City of Fountain have created the ESA to oversee an exclusive contract to provide ground emergency ambulance service to the ESA’s service area within El Paso County. Appendix A, of the Ground Emergency Ambulance Services Contract between El Paso County Emergency Services Authority and American Medical Response of Colorado, Inc. (“Contractor”), which was effective July 1, 2014, provides that Contractor agrees that, in the event it fails to meet performance requirements set forth in the Contract, it shall pay assessments in the amount and manner set forth in Section 3 of Appendix A. The assessments represent a reasonable endeavor by the ESA and the Contractor to estimate a fair compensation for the foreseeable damage to the ESA and its residents due to Contractor’s failure to meet the performance standards set forth in the Contract. The assessments are in the nature of liquidated damages and are not punitive in nature. Payment by the Contractor of an assessment shall constitute a full release and satisfaction of the particular matter.

In accordance with Section 10 of the contract, the Contractor provided all required performance and compliance reports during the reporting period. The Contractor has reviewed and concurs with the contents of this report. A representative sampling and subsequent assessment of associated records for Code 3 calls documented in the Contractor’s submitted data indicated that records were accurately prepared and factually reported for August 2015.

A. Appendix A, Section 12 – Scheduled Assessment Increases

		Contract Effective Date
Current Contract Section	Description	July 1, 2014
Appendix A, 3.e.	Exceeding response times - per minute, with cap of \$500	\$23.25
Appendix A, 3.f.	Excessive per call penalty	\$25.00
Appendix A, 3.g.	90% Urban/Suburban (per % pt. or fraction thereof)	\$500.00

CPI indices:

CPI - Transportation Index

CPI - Health Care Index

B. Assessment Summary

The data provided is by the Contractor and reviewed by ESA staff. The total recommended assessment for this reporting period is \$395.25 .

Potential & Recommended Assessment Summary		
	August 2015	
Performance Standard	Potential	Recommended
Per Call Performance (Exceeding Maximum)	\$395.25	\$395.25
Excessive Per Call Penalties	\$0.00	\$0.00
Zone Standards (90%) Suburban and Rural	\$0.00	\$0.00
Exemptions	\$0.00	\$0.00
TOTAL:	\$395.25	\$395.25

II. CONTRACTOR PERFORMANCE & COMPLIANCE REPORT

A. Per Call Performance (3.e.) – In the current reporting period there were five calls which exceeded the Maximum Response Time allowed in the contract (subject to the 100 call rule), and one call which was excessive. During August, there were two zones with at least 100 calls, the Suburban 12 and Rural 20 zones. There were 20 calls in Frontier 25, 53 in Frontier 35, 22 in Frontier 45, and 25 in Wilderness 45.

August									
Zone	Date	Call #	Resp Time	Max	Excessive	Amount in Excess	Min in Excess	Per Call Assessment (Max \$500)	Excessive
ESA Suburban 12	2015-08-02	98726	0:19:44	0:18:00	0:28:00	0:01:44	2	\$46.50	\$0.00
ESA Wilderness 45	2015-08-11	103212	0:59:30	0:55:00	1:15:00	0:04:30	5	\$116.25	\$0.00
ESA Rural 20	2015-08-21	107810	0:33:32	0:30:00	0:43:00	0:03:32	4	\$93.00	\$0.00
ESA Rural 20	2015-08-25	109565	0:31:21	0:30:00	0:43:00	0:01:21	2	\$46.50	\$0.00
ESA Frontier 45	2015-08-28	111332	0:57:31	0:55:00	1:15:00	0:02:31	3	\$69.75	\$0.00
ESA Suburban 12	2015-08-29	112052	0:18:04	0:18:00	0:28:00	0:00:04	1	\$23.25	\$0.00
								\$395.25	\$0.00
								Total	\$395.25

- B. **Excessive Per Call Penalties** (3.f.) – During the current period, none of the zones with at least 100 calls had response times which exceeded the excessive response time allowed in the contract. Any call that exceeds this response time would incur an additional \$25 flat fee penalty.

Zone	Excessive Response Time Allowed per call (minutes)
Suburban 12	28:00
Suburban 18	38:00
Rural 20	43:00
Frontier 25	46:00
Frontier 35	60:00
Frontier 45	75:00
Wilderness 45	75:00

- C. **Zone Standard – Suburban and Rural** (3.g.) – Percentage of calls (subject to the 100 call rule) which meet the Minimum Response Time Standards in Suburban and Rural zones (90%), reported monthly. The contractor met the minimum zone standard in all the.

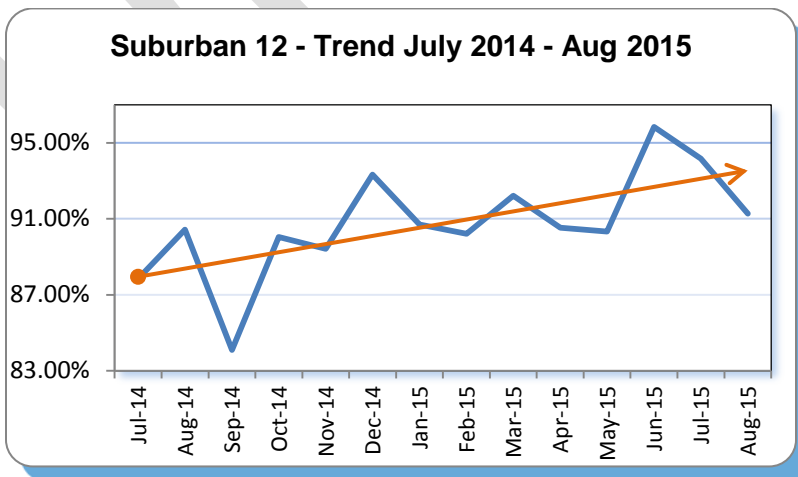
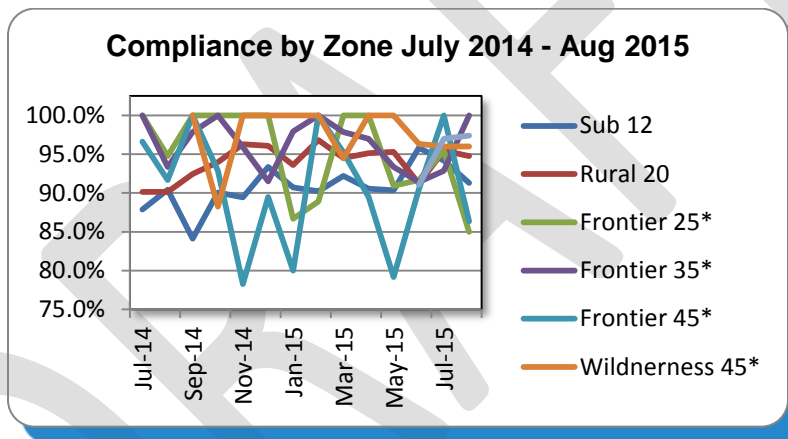
August 2015				
Zone	Total Responses	Total Lates	Compliance Percent	Penalty
Rural 20	153	8	94.771%	\$0
Suburban 12	218	19	91.284%	\$0
*Suburban 18	76	2	97.368%	\$0
*Frontier 25	20	3	85.00%	N/A
*Frontier 35	53	0	100.00%	N/A
*Frontier 45	22	3	86.364%	N/A
*Wilderness 45	25	1	96.00%	N/A
Zone Standard			90.00%	\$0

*Zone data provided for information only, excluded from penalty as stated in section 3.g

Most Recent 100 Call Rule Performance		
Frontier 25	4/5/2015	96.00%
Frontier 35	7/23/2015	92.00%
Frontier 45	5/12/2015	90.00%
Wilderness 45	8/29/2015	97.00%
Suburban 18	8/24/2015	96.00%

D. Compliance Trend - Compliance history for each zone from Oct 2014 to the present. In July and August of 2014, calls in the Frontier 45 and Wilderness 45 zones were combined into the Frontier 45 zone. The calls in these zones were split as of September 2014. Data is shown for the last 10 months in the table, however all data is included in the graphs below.

Zone	Nov '14	Dec '14	Jan '15	Feb '15	Mar '15	Apr '15	May '15	Jun '15	July '15	Aug '15
Sub 12	89.42%	93.33%	90.70%	90.21%	92.22%	90.53%	90.34%	95.83%	94.17%	91.28%
Rural 20	96.26%	96.05%	93.62%	96.80%	94.52%	95.10%	95.27%	91.20%	96.10%	94.77%
Front 25*	100%	100%	86.67%	88.89%	100%	100%	90.91%	91.67%	95.46%	85.00%
Front 35*	95.92%	91.49%	97.92%	100%	97.83%	96.97%	93.33%	91.43%	92.86%	100.00%
Front 45*	78.26%	89.47%	80.00%	100%	95.24%	89.47%	79.17%	90.48%	100.00%	86.36%
Wild 45*	100%	100%	100%	100%	94.44%	100%	100%	96.30%	96.00%	96.00%
Sub 18								91.04%	96.97%	97.37%



- E. **Exemptions** (3.d.) – Under the terms of the current contract, exemptions may be granted for “unusual circumstances beyond Contractor’s reasonable control.” These may include, without limitation, unusually severe weather conditions, disasters, difficult or restricted patient access, private roads, change of location, bad address, or other factors as determined in the sole discretion of the ESA. Exempted calls are excluded from calculations and do not count as an on-time responses.
- a) Responses canceled en-route.
 - b) Multiple units: Additional units’ times are measured from the time the additional unit is requested until it arrives on scene.
 - c) Breakdowns: If a unit breaks down at the scene, the response time is measured when the additional unit is requested until it arrives. If a unit breaks down en route to the scene, the response time is measured from the original time of request of the first unit until the replacement unit arrives.
 - d) Good Cause (weather, road conditions, traffic, or system overload, etc.)

For the month of August 2015, the Contractor requested no Code 3 calls be exempted from the data.

Ted Sayer – ESA Business Analyst

ESA SEPTEMBER 2015 FINANCIAL REPORT
 Reported on October 7th, 2015

Item 4b
 DRAFT

	2015 Budget	September 2015 Current Month Actuals	2015 YTD Actuals	2015 Unobligated Balance	2015 Variance %
<u>OPERATING REVENUES</u>					
Contract Administration (Per Agreement)					
ESA Administration	\$ 80,000.00	\$ -	\$ 60,000.00	\$ (20,000.00)	-25.0%
Appropriation from Fund Balance	\$ -	\$ -	\$ -	\$ -	0.0%
Operating Revenue Subtotal (Contract Administration)	\$ 80,000.00	\$ -	\$ 60,000.00	\$ (20,000.00)	-25.0%
Other Operational Revenue					
Interest	\$ 75.00	\$ -	\$ -	\$ (75.00)	-100.0%
Compliance Assessments (Allocated to Grants Fund)	\$ -	\$ 1,058.00	\$ 4,335.30	\$ 4,335.30	0.0%
Operating Revenues Subtotal (Other)	\$ 75.00	\$ 1,058.00	\$ 4,335.30	\$ 4,260.30	5680.4%
TOTAL OPERATING REVENUES (All Sources)	\$ 80,075.00	\$ 1,058.00	\$ 64,335.30	\$ (15,739.70)	-19.7%
<u>OPERATING EXPENDITURES</u>					
Contract Administration (Per Agreement)					
El Paso County Compliance Administration	\$ 67,475.00	\$ 5,512.17	\$ 47,757.97	\$ (19,717.03)	-29.2%
Contract Research/Evaluation	\$ -	\$ -	\$ -	\$ -	0.0%
Financial Audit / Accounting	\$ 8,000.00	\$ 1,965.00	\$ 1,965.00	\$ (6,035.00)	-75.4%
Insurance	\$ 2,500.00	\$ 1,930.00	\$ 1,930.00	\$ (570.00)	-22.8%
Office/Automation Expenses	\$ 2,000.00	\$ 37.99	\$ 2,005.38	\$ 5.38	0.3%
Information Services	\$ 100.00	\$ -	\$ -	\$ (100.00)	-100.0%
Operating Expenses Subtotal (Contract Administration)	\$ 80,075.00	\$ 9,445.16	\$ 53,658.35	\$ (26,416.65)	-33.0%
Other Operational Expenses					
Grants (From Actual / Available Compliance Assessments)	\$ -	\$ -	\$ -	\$ -	0.0%
Operating Expenses Subtotal (Other)	\$ -	\$ -	\$ -	\$ -	
TOTAL OPERATING EXPENDITURES (All Sources)	\$ 80,075.00	\$ 9,445.16	\$ 53,658.35	\$ (26,416.65)	-33.0%
VARIANCE: REVENUES OVER EXPENDITURES — Surplus / (Deficit)	\$ -	\$ (8,387.16)	\$ 10,676.95	\$ 10,676.95	0.0%

CASH POSITION	
2015 BEGINNING FUND BALANCE — Unassigned and Assigned Funds	\$ 17,935.04
As of 9/30/15:	
Grant Fund Balance (Assigned)	\$ 9,745.80
RFP Fund Balance (Assigned)	\$ -
Unassigned Fund Balance	\$ 18,866.19
Cash Receivable	\$ -
Cash Payable	\$ -
ENDING FUND BALANCE — Unassigned and Assigned Funds	\$ 28,611.99

Grant Fund Balance	
\$ 5,410.50	<i>Beginning Balance</i>
\$ 4,335.30	<i>Add: Assmt Rev Rec YTD</i>
\$ -	<i>Add: Interest</i>
\$ -	<i>Less RFP Fund Transfer</i>
\$ -	<i>Less Grant Fund Awards</i>
\$ 9,745.80	<i>Assigned Grant Fund Balance</i>

2016 BUDGET - DRAFT
EL PASO COUNTY EMERGENCY SERVICES AUTHORITY (ESA)

	2014	2015 Budget	2016 Budget	2015/2016 YOY Variance	Notes
OPERATING REVENUES					
Contract Administration (Per Agreement)					
ESA Administration	\$ 40,000.00	\$ 80,000.00	\$ 80,000.00	\$ -	
Operating Revenues Subtotal (Contract Administration)	\$ 40,000.00	\$ 80,000.00	\$ 80,000.00	\$ -	
Other Operational Revenue					
Interest	\$ 50.00	\$ 75.00	\$ 50.00	\$ (25.00)	
Compliance Assessments (Allocated to Grants Fund)	\$ -	\$ 7,447.00	\$ 7,440.00	\$ (7.00)	* 2015 Assessments projected from most recent 6mo Avg of \$620.58/mo
Operating Revenues Subtotal (Other)	\$ 50.00	\$ 7,522.00	\$ 7,490.00	\$ (32.00)	
TOTAL OPERATING REVENUES (All Sources)	\$ 40,050.00	\$ 87,522.00	\$ 87,490.00	\$ (32.00)	
OPERATING EXPENDITURES					
Contract Administration (Per Agreement)					
El Paso County Compliance Administration	\$ 30,000.00	\$ 67,475.00	\$ 70,366.00	\$ 2,891.00	
Financial Audit / Accounting	\$ -	\$ 8,000.00	\$ 10,000.00	\$ 2,000.00	* Increase estimate for 215 audit (paid for in 2016) from 2014 due to 2014 being a partial year.
Insurance	\$ 2,000.00	\$ 2,500.00	\$ 2,567.50	\$ 67.50	
Office/Automation Expenses	\$ 500.00	\$ 2,000.00	\$ -	\$ (2,000.00)	
Information Services	\$ 300.00	\$ 100.00	\$ 40.00	\$ (60.00)	* We will need to increase to \$240 for 2017 to cover bi-annual web hosting Chg
Contract Research/Evaluation	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	* Ted's attendance to one national EMS conference and if sufficient \$\$\$ state EMS Safety Summit
Operating Expenses Subtotal (Contractor Administration)	\$ 32,800.00	\$ 80,075.00	\$ 84,473.50	\$ 4,398.50	
Other Operational Expenses					
Grants (From Actual / Available Compliance Penalties Only)	\$ -	\$ -	\$ 3,016.50	\$ 3,016.50	
Operating Expenses Subtotal (Other)	\$ -	\$ -	\$ 3,016.50	\$ 3,016.50	
TOTAL OPERATING EXPENDITURES (All Sources)	\$ 32,800.00	\$ 80,075.00	\$ 87,490.00	\$ 7,415.00	
VARIANCE: REVENUES OVER EXPENDITURES — Surplus / (Deficit)	\$ 7,250.00	\$ 7,447.00	\$ -	\$ (7,447.00)	
2015 Beginning Fund Balances:					
Assigned - Grants	\$ 17,935.04				
Assigned - RFP Expenses	\$ 5,410.50				
Unassigned Fund Balance	\$ -				
Total All Funds	\$ 12,524.54				
	\$ 17,935.04				



Community Relations Report August 2015

Donated Special Events/Community Education

- Night out at Indigo Ranch
- Memorial North Cath Lab Drill
- Serco Car Show/Home Front Cares
- Peyton Fire Open House
- Kids First Safety Day @Chapel Hills
- Family Support Center Ambulance Tour
- Memorial 903 Cath Lab Drill
- Sentimental Journey (Funeral in Security)
- Pikes Peak Towers BP Checks
- Davita Community Health Fair
- Wheel to Real Bike Ride
- El Paso County Speedway AMR Night
- Village at the Bluffs BP Checks

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



September 14, 2015

Re: Ambulance Recertification

As stated in the EMT-Paramedic Ground Emergency Ambulance Services Contract #24-004, page nine, ninth bullet point, American Medical Response requests recertification of the following ambulance.

Vehicle: 712

VIN: 1FDSS34P38DB61065

2008 Ford E350 Type II

Transmission: 9/11/2015 248,551 miles

Engine: 7/18/2014 212,038 miles

Next recertification mileage: 462,038 miles (212,038+250,000)

Submitted,

A handwritten signature in black ink, appearing to read "Shawn Howe", is written over a horizontal line.

Shawn Howe

Interim Operations Manager