

# ESA February Board Meeting

## MINUTES

FEBRUARY 4, 2009 2:00 P.M.

PIKES PEAK REGIONAL BUILDING  
DEPARTMENT, 2880 INTERNATIONAL  
CIRCLE, COLORADO SPRINGS

<b>FACILITATOR</b>	Chair Jim Reid
<b>NOTE TAKER</b>	Eileen Gonzalez
<b>ATTENDEES</b>	Commissioner Sallie Clark, T. Wayne Florek, Jane Fredman, Dr. Marilyn Gifford, Mayor Jeri Howells, Chief Rick Martinez, Dan Molner, Brandon Payne, Councilwoman Margaret Radford, Dr. Jack Sharon
<b>ABSENT</b>	Valerie Brickell, Kandi Buckland, Celeste Lippy

## Agenda topics

### 1. CHANGES TO AGENDA/POSTPONEMENTS

<b>DISCUSSION</b>
Chair Reid requested to add recognition of Councilwoman Margaret Radford for her participation in the contract process. Eileen Gonzalez requested to add formal presentation of grant awards to fire districts.

### 2. PUBLIC COMMENT

<b>DISCUSSION</b>
None.

### 3. APPROVAL OF THE MINUTES OF JANUARY 7, 2009

<b>DISCUSSION</b>	
None.	
<b>MOTION</b>	<b>PERSON RESPONSIBLE</b>
Motion to approve the minutes of the January 7, 2009 Board meeting.	Mayor Jeri Howells
Second	Dr. Marilyn Gifford
Approved	Unanimous

### 4A. AGREEMENT COMPLIANCE REPORT FOR NOVEMBER & DECEMBER 2008

<b>DISCUSSION</b>	
Eileen Gonzalez reported that she reviewed the data contained in this report with the contractor on January 27 and January 30. Ted Sayer from AMR confirmed that he has reviewed and agrees with the report. The potential penalty for November and December is \$7,720, including \$2,840 for maximum exceptions, \$620 for released calls, \$3,000 for contractor level 0, and \$1,260 for exemption requests. The recommended penalty is \$6,460. In November, there were 3,007 P1 calls, with 2,029 resulting in transport; and in December there were also 3,007 calls that resulted in 1,903 transports. The contractor exceeded its performance standard of 90.0% compliance; in November, it was 92.98% and in December it was 93.61%. Details of the compliance data for these two months can be found in the compliance report included in the Board packets.	
<b>MOTION</b>	<b>PERSON RESPONSIBLE</b>
Motion to approve the November & December 2008 Compliance Report.	Mayor Jeri Howells
Second	Dr. Marilyn Gifford
Approved	Unanimous

4.B. COMMITTEE REPORTS

DISCUSSION
<p>Compliance Committee - Chair Reid noted that the committee reviewed one complaint from the contractor and determined that it was resolved appropriately.</p> <p>Medical Control Committee – Dr. Sharon reported that they reviewed six RSI cases, all of which were deemed appropriate. They also reviewed four complaints, three of which were resolved appropriately by the contractor. The fourth was resolved by the termination of the medic by the contractor. Dr. Sharon also reported that the committee discussed changing the composition of the committee, possibly adding Chief Brandon Payne and including a total of six voting members. He requested that the issue be placed on the next ESA Board meeting agenda. Councilwoman Radford and Commissioner Clark noted that it makes sense for Dr. Bux to remain on the MCC. Jane Fredman suggested that she work with Dr. Sharon to revise the MCC's policy and procedure and distribute it for Board review prior to the next meeting.</p>

4.C. TREASURER'S REPORT FOR JANUARY 2009

DISCUSSION	
<p>Chief Payne presented the January 2009 Treasurer's report, and noted the following:</p> <ul style="list-style-type: none"> <li>• Expenses included \$50 to rent a van for the move to the new offices; \$2,840 for the annual insurance premium; and our first quarterly lease payment of \$6,000 for the new offices.</li> <li>• The grant fund expenses in January do not include all the grants awarded in December; Eileen is working with El Paso County staff to purchase all of the AEDs we granted to the six rural fire districts together and we have yet to receive an invoice for them.</li> <li>• The ESA has not yet received an invoice from the county for the furniture in the new office space; county staff asked Eileen to complete another inventory of the furniture prior to issuing the bill of sale and it's not yet completed. That charge should appear in February.</li> <li>• Fund balances are highlighted in red and there's a note that these are still preliminary figures pending the finalization of the 2008 financials. The grant fund will be increased by the amount of fourth quarter interest and the November/December penalties you approved earlier in the meeting, and the undesignated fund balance will be reduced by any remaining expenses not yet charged in the system.</li> </ul>	
MOTION	PERSON RESPONSIBLE
Motion to accept the January 2009 Treasurer's report.	Dr. Jack Sharon
Second	Dan Molner
Approved	Unanimous

4.D. FOURTH QUARTER 2008 GRANT PRESENTATIONS

DISCUSSION
<p>Chair Reid presented four grant award certificates to three department representatives who were present.</p>

5.A. BUDGET AMENDMENT FOR RFP FUNDS

DISCUSSION
<p>Eileen referred to the memo she included in the Board members packets recommending a course of to set aside designated funds to pay for consultant expenses for a future RFP process. Chief Martinez noted that the RFP called for a certain amount of money to be designated to measure the performance of the EMS system and asked how that was done. Ted Sayer noted that it would probably be prudent to set aside more rather than less to fund the future RFP, and that the consultant cost of \$40,250 was much less than they had anticipated in 2008.</p> <p>Councilwoman Radford noted that, for the next few years at least, the City and County would not have funding available to assist with these costs. She and Commissioner Clark requested an estimate of the cost of City and County staff's time to administer the RFP and contract negotiation processes so that those costs could be factored into an estimate of future costs. Chair Reid requested that members be prepared at the next meeting to provide a dollar figure to set aside for the RFP process. Commissioner Clark also requested that Eileen include an estimate of what CPI increases might be based on historical CPIs, and provide some options.</p>

5.B. ELECTION OF VICE-CHAIR

DISCUSSION	
None.	
MOTION	PERSON RESPONSIBLE
Motion to elect Chief Rick Martinez as Vice-Chair.	Commissioner Sallie Clark
Second	Dr. Jack Sharon
Approved	Unanimous

5.C. MUTUAL RESPONSE AGREEMENTS

DISCUSSION	
<p>Chair Reid asked whether Jane or Eileen had received any feedback from board members on the draft document, and they stated that they had not. Chair Reid pointed out a section in the draft agreement is set aside for the ESA to stipulate additional operational details pertaining to certain responders or response zones, and that each individual agreement would come before the ESA board for approval.</p> <p>Commissioner Clark asked what would happen if a fire district opted out of the ESA and decided to go with their own ambulance contractor. Chair Reid noted that there's a district that is looking into just such an arrangement, and that the ESA would then have to carve out that district and renegotiate the ESA's contract with AMR. Commissioner Clark asked what the backup plan would be for citizens in that district if their contracted ambulances were busy, and Chair Reid noted that those plans would be up to the citizens in the district to decide. Ted Sayer noted that AMR would want guidance from the ESA Board as to how AMR should proceed in such a case.</p> <p>Councilwoman Radford renewed her request that, in cases where AMR referred a call to another ambulance provider under a mutual response agreement, for the bill to the patient to come from AMR to reduce confusion for municipal residents. Ted Sayer said that he would be willing to work with other providers to explore that issue.</p> <p>Commissioner Clark requested that the mutual response agreement include ESA's logo at the top along with AMR's.</p> <p>Tim Dienst, CEO of Ute Pass Regional Ambulance District (UPRAD), informed the board of his concerns relating to the restriction in paragraph 7 relating to billing. He feels that UPRAAD should be allowed to charge what their rates call for, and asked that the board reconsider to avoid billing inconsistencies within their district. Chair Reid asked Ted Sayer and Mr. Dienst to make a presentation to the Board relating to these issues at the next Board meeting.</p>	
MOTION	PERSON RESPONSIBLE
Motion to approve the draft mutual response agreement as to form.	Commissioner Sallie Clark
Second	Councilwoman Margaret Radford
Approved	Unanimous

5.D. NON-PRIORITY COMPLAINTS

DISCUSSION
<p>Dr. Gifford reiterated her interest in implementing the non-priority, or "omega," call system by our dispatch system, and gave an overview of the system to the Board. They have communicated with various answering services, but none are currently 24-hours a day. She noted that no action was required by the ESA Board at this time, but that it's something that the system should look at.</p>

5.E. DETOX UPDATE

DISCUSSION
<p>Commissioner Clark updated the Board on issues relating to the closing of Pikes Peak Behavioral Health's detox facility and how it impacts the community. A committee has been meeting on a regular basis which she recently began attending, and it seems that there's an immediate need for a detox facility in a social model, and a longer-term need for an integrated solution to substance abuse issues in our community, including larger law enforcement and public health aspects of the problem. Many stakeholders are at the table in discussing this issue, but there's an opportunity for the ESA to be involved in the discussion as well. She would like to see more city elected officials or staff at the meetings. She also asked for</p>

AMR's input from Ted Sayer. Ted noted that he's been attending meetings for years on this issue, and is fearful of the impact that the closure of detox will have on his service.

Dr. Sharon, noting that the closure of detox is a community problem that should be addressed by city and county government, requested that the elected officials on the Board come to March's ESA meeting with a concrete plan relating to how to move forward on the detox issue. Mayor Howells noted that Morris Roth, CEO of Pikes Peak Behavioral Health, has called a community forum on February 23 from 11 – 12:30 PM to discuss the issue. Commissioner Clark informed the Board that the location of that meeting would probably change due to room capacity issues. She also noted that the elected officials weren't aware that PPBH intended to close the Lighthouse detox facility until they received a press release announcing the closure. She said that she would make sure that the Board members received the meeting notice.

Chief Martinez noted that the impact is that the hospitals have come up with criteria for dealing with intoxicated patients, but the Fire Department would be running on those people multiple times and would have an immediate impact on their response times, and as the weather got warmer, it would only get worse.

Elizabeth Jones of United Way's 211 information and referral program addressed the Board, noting that 211 is available to make the kind of non-priority complaint referrals that Dr. Gifford had described in the previous agenda item, as well as referrals relating to shelter, food pantry and other resources, but that 211 was only available from 8AM to 5PM Monday through Friday.

#### 5.F. 2008 FINANCIAL AUDIT

DISCUSSION	
Eileen Gonzalez presented Bondi's proposal to conduct the ESA's 2008 financial audit. Their quote is \$5,000 plus expenses. She noted that last year's charge for the same service was \$4,000 plus \$500 in expenses, and that the ESA has budgeted \$6,000 for the audit in 2009.	
MOTION	PERSON RESPONSIBLE
Motion to authorize Chair Reid to sign Bondi's engagement letter for the 2008 financial audit.	Brandon Payne
Second	Councilwoman Radford
Approved	Unanimous

#### 5.G. BYLAWS REVIEW SUBCOMMITTEE

DISCUSSION
Commissioner Clark volunteered to chair an ad hoc subcommittee that would review and propose changes to the ESA's bylaws. As part of this, thinks it would be appropriate to also review the grants committee guidelines. Brandon Payne, Jim Reid, Wayne Florek, and Rick Martinez also volunteered to participate on the subcommittee. Commissioner Clark requested that Board members forward their comments relating to bylaws revisions to Eileen by Friday, February 13.

#### 5.E. BOARD MEMBER/STAFF COMMENTS

DISCUSSION
Commissioner Clark mentioned that she enjoyed the Pikes Peak Fire Chiefs forum dinner, which raised money for Sentimental Journey and Pikes Peak Palliative Care.
Councilwoman Radford inquired whether CSFD had changed their policy relating to responding to lower-level acuity calls (i.e. alpha and bravo calls), and Chief Martinez said that yes, the FD had made the decision to return to the original policy of responding to alpha calls, and Radford noted that it would have been appropriate for the FD to notify the ESA, and requested that the FD do so in the future.

#### MEETING ADJOURNMENT

MOTION	PERSON RESPONSIBLE
Motion to Adjourn	Councilwoman Margaret Radford
Second	Commissioner Sallie Clark
Approved	Unanimous

MEETING ADJOURNED AT 3:50 p.m.