

ESA July Board Meeting

MINUTES

JULY 1, 2009

2:00 P.M.

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

FACILITATOR	Chair Jim Reid
NOTE TAKER	Eileen Gonzalez
ATTENDEES	Commissioner Sallie Clark, T. Wayne Florek, Jane Fredman, Dr. Marilyn Gifford, Angela Mata Whitney, Chief Rick Martinez, William D. McAllister, Brandon Payne, Councilman Randy Purvis
ABSENT	Mayor Jeri Howells, Dan Molner, Dr. Jack Sharon, Mark Watkins

Agenda topics

1. CHANGES TO AGENDA/POSTPONEMENTS

DISCUSSION	
None.	

2. PUBLIC COMMENT

DISCUSSION	
None.	

3. APPROVAL OF THE MINUTES OF MAY 6 AND 27, 2009

DISCUSSION	
None.	
MOTION	PERSON RESPONSIBLE
Motion to approve the minutes of the May 6 and May 27, 2009 Board meetings.	Councilman Purvis
Second	Brandon Payne
Approved	Unanimous

4.A. COMMITTEE REPORTS

DISCUSSION	
Compliance Committee – Chair Jim Reid reported that the committee met on June 24 and reviewed complaint and compliment reports from both May and June, since the May meeting was cancelled. The committee reviewed and closed four complaints continued from previous meetings; reviewed two compliment reports, and reviewed seventeen new complaints. Eileen will follow up for more information on five of the new complaints, and the committee closed the remaining twelve.	

4.B. SECOND QUARTER 2009 GRANT AWARD RECOMMENDATIONS

DISCUSSION	
Chair Jim Reid reported that the Grant Committee met on June 24 and reviewed five new grant applications and revisited one that was continued from the first quarter (see memo in board packet for details). The members of the grant committee recommend approval of all six grants.	
MOTION	PERSON RESPONSIBLE
Motion to approve six grant applications (0901-02, 0902-01, 0902-02, 0902-03,	Brandon Payne

0902-04, 0902-05).	
Second	William D. McAllister
Approved	Unanimous

4.C. AMR COMMUNITY RELATIONS REPORT

DISCUSSION
Ted Sayer reported that AMR is a sponsor for the Welcome Home parade for the troops, and has a themed ambulance in the community that's associated with that event. AMR is also a sponsor of Hero's Day at the County Fair, and will provide a bike team and three ambulances for July 4 th at the Air Force Academy.

4.D. TREASURER'S REPORT – MAY & JUNE 2009

DISCUSSION	
Treasurer Brandon Payne presented Treasurer's reports for both May and June, since the Board did not meet in May. May's report includes the first quarter interest payment of \$1,333,95, which is allocated to the grant fund. June highlights include the second quarter contract administration payment of \$50,000 received from the contractor; payment of the invoice from Bondi & Co., the auditor, for \$4,130; payment of two invoices totaling \$18,276.68 for the El Paso County Administrative Specialist, covering salary costs from February through June; and new computers for ESA staff for a total of \$2,249.08.	
Brandon Payne noted that a new scanner for the Administrative Specialist would cost between \$300 – 400, and recommended that the board approve staff to purchase a scanner.	
MOTION	PERSON RESPONSIBLE
Motion to accept the May 2009 Treasurer's report.	Wayne Florek
Second	Councilman Purvis
Approved	Unanimous
MOTION	PERSON RESPONSIBLE
Motion to accept the June 2009 Treasurer's report.	William D. McAllister
Second	Councilman Purvis
Approved	Unanimous
MOTION	PERSON RESPONSIBLE
Motion to approve the expenditure of up to \$400 for a scanner for the ESA Administrative Specialist.	Brandon Payne
Second	Dr. Marilyn Gifford
Approved	Unanimous

4.E. AGREEMENT COMPLIANCE REPORT FOR MARCH & APRIL 2009

DISCUSSION
Eileen Gonzalez presented the agreement compliance report for March & April 2009. Eileen noted that Exhibit F assessments are scheduled to increase by 15% on July 1, 2009. The recommended assessments are \$3,060 for March 2009 and \$2,940 for April, for a total of \$6,000. Eileen noted that there was one call with a \$900 associated assessment that was included in the draft report submitted to the Compliance Committee that has been removed from the final report due to a reporting error. She also noted that she added subtotals by zone to the maximum exception report, per a request from members of the compliance committee. There were 28 calls that exceeded the maximum response time for the zone in March 2009, and 39 calls in April 2009. The contractor exceeded the 90% response standard for the Urban, Suburban and Rural zones during both months, and exceeded the 92% systemwide response standard for both months.
During March 2009, the contractor referred 13 calls to other approved responders, two of which exceeded the maximum response time for the zone, and in April 2009, referred 10 calls, one of which exceeded the maximum.

During April, there was one instance of an ambulance breakdown en route; however, since the contractor provided documentation that the unit had been maintained appropriately, it does not meet the contractual definition of a mission failure. There was one instance of contract Level 0 during March 2009, and no instances of Level 0 during April.

There was an unusually large number of exempted calls in March and April (142 in March and 52 in April), mostly due to a number of instances of bad weather in March.

Ted Sayer provided some additional details relating to the unit that broke down en route in April.

MOTION	PERSON RESPONSIBLE
Motion to accept the March and April 2009 Agreement Compliance Report as presented.	Chief Rick Martinez
Second	William D. McAllister
Approved	Unanimous

5.A. APPRECIATION OF BRANDON PAYNE

DISCUSSION
Chair Reid expressed his appreciation for Brandon Payne's service on the ESA Board, and presented him with a token of the Board's appreciation.

5.B. INTRODUCTION OF CHIEF CARL TATUM

DISCUSSION
Chair Reid noted that the Pikes Peak Fire Chief's Forum had designated Chief Carl Tatum of the Hanover Fire Department as their representative on the Board, to replace Brandon Payne.

5.C. INTRODUCE JOHN SCHULLEK, AMR RESEARCH COORDINATOR

DISCUSSION
Ted Sayer introduced John Schullek, AMR's new research coordinator, filling the new position provided for in the 2009 contract. Dr. Schullek gave some information regarding his background and upcoming projects.

5.D. CARES UPDATE

DISCUSSION
Dr. David Ross presented the Board with some preliminary data relating to the CARES project.

5.E. PARTICIPATING AGENCY INTERGOVERNMENTAL AGREEMENT

DISCUSSION	
Jane Fredman presented the revised Participating Agency Intergovernmental Agreement. The document was originally approved as to form by the Board at its May 6 meeting, and this revision addresses some issues relating to notice of termination arising out of the recent situation with Security Fire District. She reiterated that if there additional agreement elements desired by certain agencies, particularly those that provide their own ambulance service, they may be incorporated into this agreement. Each individual agreement will come before the board for approval. Chair Reid noted that he had attended a recent Chiefs' Forum meeting where the document was discussed, and the Chiefs were in agreement with the change and with the document as a whole.	
MOTION	PERSON RESPONSIBLE
Motion to approve as to form the Participating Agency Intergovernmental Agreement, with a correction to a typo in Paragraph B.	Commissioner Clark
Second	Councilman Purvis
Approved	Unanimous

5.F. AED CONSULTING SUBCONTRACT

DISCUSSION	
<p>Ted Sayer presented a Subcontractor Agreement signed by AMR and AED Consulting, Inc. effective January 1, 2009. The ESA Board's approval of subcontracts is required in the current contract. AMR staff will be inspecting the AEDs, but will be trained to do those inspections by AED Consulting staff. They will also maintain a website directory of AEDs in the area, which will assist dispatchers in providing emergency medical information to callers. Chief Martinez recommended that Mr. Sayer bring a final program plan for the deployment of the AEDs to the Board once it's complete.</p>	
MOTION	PERSON RESPONSIBLE
Motion to approve AMR's subcontract with AED Consulting as presented.	Commissioner Clark
Second	Councilman Purvis
Approved	Unanimous

5.G. 2008 FINANCIAL AUDIT

DISCUSSION	
<p>Eileen Gonzalez presented the draft of the 2008 Financial Audit as prepared by Bondi & Co. She reviewed the auditor's findings and answered questions from the Board relating to the auditor's draft report.</p>	
MOTION	PERSON RESPONSIBLE
Motion to approve the auditor's draft report as presented.	Chief Rick Martinez
Second	Brandon Payne
Approved	Unanimous

5.H. ELECTION OF TREASURER

DISCUSSION	
None.	
MOTION	PERSON RESPONSIBLE
Motion to nominate William McAllister as Treasurer.	Commissioner Clark
Second	Dr. Marilyn Gifford
Approved	Unanimous

5.I. MUTUAL RESPONSE AGREEMENTS – UPDATE

DISCUSSION	
<p>Ted Sayer reported that he distributed agreements to Fountain and Black Forest for their review but has not received any comments back. He also requested direction from the Board relating to his negotiation of mutual response agreements with UPRAD, and Chair Reid noted that he would not support allowing mutual response agencies to charge more than the ESA's contracted rates for calls within the ESA's service area.</p>	

5.J. BOARD MEMBER/STAFF COMMENTS

DISCUSSION	
<p>Commissioner Clark presented information relating to the prescription discount cards offered through National Association of Counties, which are available throughout El Paso County. Brandon Payne noted that he had accepted the Deputy Chief position in Raton, NM and thanked the members of the Board for their support. Chair Reid noted that he had attended a graduation for AMR's most recent group of EMT graduates, and complimented Ted Sayer on their professionalism. He also noted that Eileen had developed a report relating to the Medical Director issue that would result in a recommendation to the Board in the August meeting.</p>	

5.G. CONSIDER CANCELLATION OF AUGUST 2009 MEETING

DISCUSSION	
None.	
MOTION	PERSON RESPONSIBLE
There was no motion.	N/A
Second	N/A
Approved	N/A

MEETING ADJOURNMENT

MOTION	PERSON RESPONSIBLE
Motion to Adjourn	Commissioner Clark
Second	Councilman Purvis
Approved	Unanimous

MEETING ADJOURNED AT 3:27 p.m.