

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING**

Highland Station – 317 South Lookout Mountain Road
February 14, 2011

BOARD MEMBERS IN ATTENDANCE: Jim Espy, Robb Gair, Ed Daniels, Pat Smith

OTHERS IN ATTENDANCE: Chief Wells, Christina Sea, Barbara DeBoer, Ed Westagaard, Sharon Jones, Ron Quaife

THE MEETING WAS CALLED TO ORDER at 6:30

PREVIOUS MONTHS' MINUTES: The January 11, 2011 minutes were approved.

FINANCIAL REPORT

The January Financial Report was presented by Ms Shea. Fee revenue was slightly above target. Operational expenses were somewhat higher due to recognitions. Everything else was typical for this time of the year.

CHIEFS REPORT

1. Billing Report – The written billing report was prepared by Jill Ridenhour and presented by Chief Wells. January was much better with 60 calls, and 21 transports.
2. FEMA Grant – no change, still possible.
3. Optimum staffing for January was 92%.
4. Rule changes will be proposed in March on several items: pranking, use of social media, and maternity leave - we have had a rash of people who are either pregnant or whose wives are pregnant. We will be proposing a 6 months maternity LOA.
5. Orientation – We have one paramedic completing the program.
6. Ambulance 1 – is alive and well. We do have a slow leak in the air ride system and are working to fix that.
7. Focus on 2011; Patient Care and Physical Fitness.
8. Staffing – one retirement; one resignation for family reasons, and one resignation for performance. Robb Gair wanted to know if we tract retention in any way. Chief Wells stated that we do and that he knows why everyone has left over the last 2 years. He will review it and bring information to the next Board meeting.
9. Architectural Services – we had a small increase of cost of \$500.
10. Survey Work for lease and building is completed and the planning process is underway.
11. Engineering Work- costs have been reduced to \$11,500.
12. Geo-technical - \$1950.
13. Billing Review - Evergreen is doing a study and we would like to see it before we make a recommendation to the Board.

NEW BUSINESS

1. Budget Revision - The foundation voted to give Highland 200k toward the new building. We will need to do a budget revision once we get the final numbers in a few months, probably April.
2. Replacement of Ambulance 1 Discussion

Nettie is concerned about Ambulance 1. Chief Wells agrees there is a problem but we are working it out. It's just the air ride system. This bus probably has the best engine out of the bunch. If you run it for a 1-2 minutes it pumps back up, it just looks like a low rider when it is parked at the station. He doesn't see replacing it until 2014.

Pat also feels there is no issue here. The concern is noted, but we are not ready to buy a new ambulance.

Jim sent Nettie an email back that says we should maintain it first. He feels we should do whatever we need to do to maintain it. Push the maintenance. In the future when we do get a new ambulance we should consider not getting one with an air ride

Robb feels that this has been handled wrong. We have a procedure in place that was not followed.

OLD BUSINESS

1. Building update- was discussed in the chief's report.
2. MT Vernon Lease- We are really just cleaning up the old agreement . MT Vernon owners started voting yesterday and will continue voting until February 23rd. on whether to approve a change in the land use plan. We will vote on the lease next month once we know the Mount Vernon membership has approved it.
3. Foundation Update – HRT Foundation did vote to approve 200K for the new building. It required a change of the Articles of Incorporation, which the Foundation Board agreed to.

MEETING ADJOURNED 6:52

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