

# ESA January Board Meeting

## MINUTES

JANUARY 7, 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>	Jim Reid, Jeff Wanderscheid, Dan Molner, Brandon Payne, Dr. Marilyn Gifford, Dr. Jack Sharon, Rick Martinez, Commissioner Sallie Clark, T. Wayne Florek, Jane Fredman, Mayor Jeri Howells, Valerie Brickell, Kandi Buckland, Celeste Lippy.
<b>ABSENT</b>	Councilwoman Margaret Radford

## Agenda topics

### 1. CHANGES TO AGENDA/POSTPONEMENTS

<b>DISCUSSION</b>
Commissioner Clark requested to complete item 5.D. prior to 5.A. Eileen Gonzalez requested to withdraw item 5.B.

### 2. PUBLIC COMMENT

<b>DISCUSSION</b>
None.

### 3. APPROVAL OF THE MINUTES OF DECEMBER 3, 2008

<b>DISCUSSION</b>	
None.	
<b>MOTION</b>	<b>PERSON RESPONSIBLE</b>
Motion to approve the minutes of the January 7, 2009 Board meeting.	Commissioner Sallie Clark
Second	Dr. Jack Sharon
Approved	Unanimous

### 4.A. COMMITTEE REPORTS

<b>DISCUSSION</b>
<p>Compliance Committee - Chair Reid gave the Compliance Committee report. He noted one report was sent (#807) to the Medical Control Committee for their review. He also noted that Capt. Conklin had submitted a request for an investigation relating to the issue of a medical hold (#466), and requested that the Board appoint Chief Payne to conduct the investigation into training and protocols of the involved entities. Dr. Sharon requested that he and Dr. Gifford review the complaint as well. Chief Martinez clarified that all of the involved entities operate under the same protocol, and Captain Conklin stated that it was his intent to have this complaint forwarded to the Medical Control Committee for review. Chair Reid asked whether members would have an objection to Chief Payne looking at the training relating to medical hold protocols on both ends to see if they match. Jane Fredman recommended that the board not deviate from approved board procedures relating to complaints, and that the existing adopted complaint policies be followed.</p> <p>Dan Molner moved to direct the complaint to the Medical Control Committee, Commissioner Clark seconded the motion, and it was approved unanimously.</p> <p>Grants Committee – Chair Reid noted that the grants committee met and reviewed all nine grant applications, and recommended approval of eight. He noted that the grant the committee recommends to deny was intended to fund an ongoing program, and because the guidelines state that grants are intended to be one-time awards, not subsidies for ongoing programs, the grant committee members recommended that it be denied. Chief Martinez pointed out that the grants are supposed to be directed at community good and what's in the best interest of the community, and that the</p>

"CPR Anytime" training program the grant was written for is actually designed to instruct citizens on CPR. He noted that CSFD has seen striking results from the program, so that, while it is an ongoing program, it's also an essential part of what the ESA's mission is. He noted that CSFD would probably resubmit in the future. Chair Reid noted that CSFD had already received funding for these items earlier in the year.

MOTION	PERSON RESPONSIBLE
Motion to approve the grants as recommended.	Jeff Wanderscheid
Second	Dan Molner
Approved	Seven votes in favor, one opposed

#### 4B. TREASURER'S REPORT FOR DECEMBER 2008

DISCUSSION	
<p>Chief Payne presented the December 2008 Treasurer's report, and noted the following:</p> <ul style="list-style-type: none"> <li>• Since this is the final Treasurer's report for 2008, it is preliminary, because not all expenses to be paid from 2008 funds have been entered into the City's system yet. Treasurer will present the final report once all those expenses have been processed, probably at the March meeting.</li> <li>• The final invoice of \$20,125 from Public Safety Research Group was received in December, and AMR reimbursed the ESA the entire \$40,250 of its contract with them for the RFP process. This will be reflected on the final report for 2008.</li> <li>• The final report for 2008 will also reflect the appropriate reimbursements to the grant account and the operating account of the funds "loaned" from those accounts to pay RFP expenses.</li> <li>• The line item for City of Colorado Springs Business Administration is significantly higher than in past months for a few reasons: <ul style="list-style-type: none"> <li>• There were three City paychecks that were recorded in December's general ledger, rather than the usual two.</li> <li>• In addition, a number of expenses from November did not appear until the December report because of the timing of the Thanksgiving holiday.</li> </ul> </li> </ul> <p>Dr. Sharon clarified that the ESA ended this year ahead with more money in the bank at the end of '08 than at the end of '07, and that the operating surplus will be deducted from the amount ESA requests from AMR for operating costs.</p>	
MOTION	PERSON RESPONSIBLE
Motion to accept the December 2008 Treasurer's report.	Jeff Wanderscheid
Second	Commissioner Clark
Approved	Unanimous

#### 5A. INSURANCE POLICIES

DISCUSSION
<p>Jane Fredman reported that, as of January 1, 2009, the ESA's directors &amp; officers, commercial general liability and personal property coverage is in effect, for a total of \$2,840 annual premium for 2009. She also noted that staff inquired about employee dishonesty coverage and, while the rate is low (\$140 annually), it may not be necessary. She noted that all of the ESA's accounting and finances go through the City of Colorado Springs, and that there are checks and balances in place. She did not recommend spending the additional funds on employee dishonesty coverage at this time, but noted that the ESA could add it as an endorsement in the future if the Board believes it's necessary.</p>

#### 5B. BUDGET AMENDMENT FOR RFP FUNDS

DISCUSSION
<p>Removed from meeting agenda, see item 1. above.</p>

#### 5C. ELECTIONS OF BOARD OFFICERS

DISCUSSION
<p>Jeff Wanderscheid announced that he did not intend to seek re-election as Vice Chair and withdrew his name from consideration. Voting for Vice-Chair was delayed until next month's meeting.</p>

MOTION	PERSON RESPONSIBLE
Motion to accept the current slate of officers with the exception of Vice-Chair – Jim Reid, Chair; Chief Brandon Payne, Treasurer; Dan Molner, Secretary.	Commissioner Sallie Clark
Second	Dr. Marilyn Gifford
Approved	Unanimous

#### 5D. RECOGNITION OF CONTRACT SELECTION PROCESS PARTICIPANTS

DISCUSSION
Chair Reid expressed his appreciation and gratitude for the following participants in the ambulance service contract process, and presented an engraved token of appreciation to each of the following: Gina Abbott, Sallie Clark, Norris W. Croom III, Curt DeCapite, Jane Fredman, Jan Doran, Marilyn Gifford, MD, Laurie Schneider, Jack Sharon, MD, Jeff Wanderscheid, and Robert West. Delta Solutions & Strategies' representative, Kelly Roth, and Margaret Radford were not in attendance.

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

DISCUSSION
<p>Dan Molner discussed the closure of Pikes Peak Behavioral Health's detox unit and offered to look into a possible replacement for Celeste Lippy, the Board's advisory member representing detox.</p> <p>Chief Martinez noted that the grants policy needed to be reviewed and possibly amended or clarified.</p> <p>Commissioner Clark noted that the swearing-in ceremony for county commissioners would take place on January 15, 2009 and that she looks forward to serving another term. She noted that Councilwoman Radford would be term-limited in April and that Commissioner Clark and others were exploring which Council member would take her place. She volunteered to chair a subcommittee to review the bylaws as well as subcommittee guidelines and policies.</p> <p>Jeff Wanderscheid announced his resignation from the Board, and said that it has been an honor and a pleasure serving.</p> <p>Wayne Florek expressed his willingness to serve on a bylaws subcommittee.</p> <p>Dr. Sharon discussed the closure of detox, and expressed his concern about the fallout impacting emergency departments and AMR response times. He announced a community group meeting on Friday, January 9, to discuss issues relating to detox.</p> <p>Dr. Gifford discussed the E-911 dispatch system's update of their guidelines to version 12, which for the first time delineates a group of non-priority calls to which they believe ambulances should not be sent. She proposed that the ESA support transferring these calls to a nursing line of some sort and not make AMR responsible for responding to those "omega" calls. Troy Pring of the El Paso Teller 911 Authority Board described the process by which calltakers and dispatchers at all PSAPs and 911 call centers handle calls for service and decide whether an ambulance should be dispatched to a non-priority call according to the guidelines. He noted that the guidelines are commonly used across U.S. for poison control. Chair Reid noted that the change in guidelines would have to be consistent in all PSAPs in the county, and that it's the responding agencies' responsibility to make the change. Ted Sayer noted that AMR would need direction from the ESA as its regulatory board to make any change, but that he would be in support of it. Chair Reid asked that Dr. Gifford and Chief Payne get together to discuss how to approach this situation.</p> <p>Chief Payne agreed with Chief Martinez on examining the grant review process and volunteered to participate on the bylaws subcommittee.</p>

#### MEETING ADJOURNMENT

MOTION	PERSON RESPONSIBLE
Motion to Adjourn	Commissioner Sallie Clark
Second	Chief Brandon Payne
Approved	Unanimous

MEETING ADJOURNED AT 3:25 p.m.