Paramedic Services – Community Paramedicine – Pre-Hospital and Community Education

P.O. Box 149 | 785 Red Feather Ln. | Woodland Park, CO 80866 | Main: (719) 687-2291 | Fax: (719) 687-6410

Record of Proceedings

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE UTE PASS REGIONAL HEALTH SERVICE DISTRICT

Held: Thursday, June 19th, 2025 at 1300 Hrs at 1017-B E US Hwy 24, Woodland Park, CO

The regular meeting of the Board of Directors of the Ute Pass Regional Health Service District was called and held in accordance with Colorado State statute.

The following Directors attended:

Attendance	John Gentzel Chris Erickson Gillis Gautreaux (Excused) Joe Watson Miranda Bickford Administration: Tim Dienst (Zoom), Kara Fox, Mariah Hoffman; Leadership: James McLaughlin, Chad Bauer, Accounting: Kelly Johnston
Quorum	Yes
Call to Order	Director Erickson noted that a quorum was present and called the regular meeting of the Board of Directors for Ute Pass Regional Health Service District at 1303 Hrs.
Pledge of Allegiance	Yes
Disclosures	None
Minutes	The minutes of the special meeting of the Board of Directors held June 2nd, 2025 was presented, **Motion** by Director Gentzel to accept the minutes, 2nd by Director Watson and unanimously approved.

Public Comment/Guest Stockman Kast Ryan & Co: See report. Courtney Vance, Chris Stager, and Steve Hochstetter presented the *Financial Statements and Supplemental Information for 2024* and the *Independent Auditor's Report.* Of note, the Single Audit is expected to be wrapped up before the July 31st reporting deadline to the state. The key takeaways from these presented reports are as follows:

- An additional line has been added, which is the implementation of the Governmental Accounting Standards Board (GASB) Statement No. 101 . This is addressed under the new "Adoption of New Accounting Standards" section. Additionally, a "Compensated Absences" line has been added to reflect this change. This disclosure outlines the District's policy that accrued sick and vacation hours are paid out upon employee termination.
- UPRHSD's current assets have increased in comparison to 2023.
- UPRHSD's Net Position has improved.
- UPRHSD's cash balance revealed a NET increase.
- UPRHSD generated more revenue and incurred lower expenses than originally budgeted.
- UPRHSD's budget accounted for more sales tax revenue than was actually collected.
- UPRHSD's cost of salaries and benefits increased due to hiring additional employees and pay increases for existing employees.
- UPRHSD collected more property tax revenue than expected.
- UPRHSD has an increase in non-capital revenue, which is mostly related to Behavioral Health Administration (BHA) funds.

Financials

JFS Consulting- See Report. Overview: Kelly Johnston presented the Statement of Revenue and Expenses for the month of January 2025. Of note, JFS is in the process of converting financial reporting from cash basis to accrual basis accounting. This transition will improve month-to-month financial comparisons and provide a clearer view of financial trends. By using the accrual method, we can better track billing performance, identify recurring issues—such as frequent denials from specific insurance providers—and take timely action to address them. JFS has also dedicated significant effort to reformat all financial statements from 2024, enabling a more comprehensive year-over-year analysis and providing clearer historical context for future comparisons. Due to the time-intensive nature of this process, financial statements for February through May 2025 are not yet finalized. The key takeaways from the January 2025 report are as follows:

- As has been consistent with previous years and national trends, the district continues to receive less in patient service payments than the actual cost of providing care. Kelly emphasized that having this clearer, accrual-based view of financial trends will support more proactive decision-making going forward.

- The PACT division operated at a loss.
- Outreach services also operated at a loss.
- Regarding short-term liabilities, it was positively noted that current assets exceed outstanding short-term obligations.
- Kelly reported that the audit process is going smoothly and the auditors have been excellent to work with. The primary focus has been the reformatting from cash basis to accrual basis on identifying financial trends and breaking data down by department, which will provide valuable insight to inform future decisions and strategic planning.

Several concerns were then raised regarding differences in billing practices between Quad Billing and Captivate Billing. Kelly then reiterated that many of these discrepancies are not easily visible in the current data, making them challenging to address directly. However, the transition from cash basis to accrual basis accounting presents a valuable opportunity to identify and map financial trends. This improved visibility will enable the district to pinpoint specific issues with each billing provider and make informed adjustments to the overall revenue cycle management strategy. **Motion** to approve finances by Director Watson, seconded by Director Erickson and unanimously approved.

CEO Report

No report provided. Discussions with Cigna Health regarding the future structure of our PACT response in Park County are ongoing. While funding appears likely, the specific amount and associated requirements remain undetermined at this time. Former Office Manager Teresa Weiss will be assisting with several legacy reports due to her prior experience. She will serve in a contract capacity.

Captains Report

See Report. Other updates: Pricing from Braun Northwest for the Med12 remount is expected by the next Board meeting. Preparations are also underway for the new ambulance build, scheduled for delivery in January 2027. Captain Bauer has been in contact with SafeTech; while they are making progress on the submitted materials, no official timelines have been confirmed at this point.

Paramedic Advanced Care Team (PACT) Report

See Report. Other updates: The Healthcare Policy and Financing (HCPF) type 95 provider application has been approved. We are working on completing our Regional Accountable Entity (RAE) CCHA credentialing with Colorado Community Health Alliance (CCHA).

Chief Administrative Officer (CAO) Report

See Report. Other updates: Director Watson and CAO Fox attended the Special Districts Association (SDA) workshop last week. CAO Fox recommended future attendance by all Board members, citing the value of the information presented. The 2025 SDA Manual and other workshop materials will be compiled and distributed to the Board for reference.

One topic highlighted during the workshop was the Board's role in operational financial decisions. Discussion followed to clarify which types of purchases require Board approval versus those that fall within administrative and operational authority. The 2025 SDA Board Member Manual states, "Resolution Amending the Budget required when expenditures within a fund (not every line-item) exceed the amount appropriated. The adopted Resolution must be filed with the Division of Local Government." This confirms that the Board is responsible for approving the overall fund-level budget. Operational spending adjustments within the appropriated fund total do not require Board action, as long as they do not result in exceeding the total amount previously approved. As these purchases have been previously discussed in past Board meetings, it was requested, moving forward, that time not be spent re-evaluating or debating them during Board meetings. However, it was clearly stated that Board members are still strongly encouraged to engage with leadership and field crews to stay informed about ongoing operational activities.

Old Business

- The Board revisited the idea of a retreat at SafeTech, previously discussed in earlier meetings, and compared it to the SDA Workshop recommended by CAO Fox. Considerations included cost, content, and the intended audience for each event. While no formal decision was made, there was general consensus

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that the SDA Workshop would be most beneficial for Board members, whereas the SafeTech Retreat would better serve Chief Dienst and the UPRHSD leadership team. It was agreed to keep this item on the agenda for continued discussion at next month's meeting.

- PACT Director McLaughlin reported that the lease for PACT office space with Pikes Peak Orthopedics expires June 30, 2025, with continuation contingent on the contract. If the building is no longer available, Community Paramedics and Darlyn Baker (Advanced Practice Registered Nurse [APN]) would relocate to the UPRHSD Administrative building, raising concerns about workspace availability. The Board revisited UCHealth's use of the upstairs office at the UPRHSD building at no cost. Chief Dienst highlighted the benefit of having Medical Director Dr. Keenan, EMS Liaison Daniel B., and PACT Medical Director Dr. Dewall accessible on-site. While Dr. Keenan uses the office about four times monthly, Daniel and Dr. Dewall use it rarely. The office remains locked when not used by UCHealth, limiting employee access. The idea of virtual office time for UCHealth personnel as opposed to physical office time was also proposed. Director McLaughlin emphasized the need for adequate workspace for the PACT division. As requested at the May meeting, discussions between Chief Dienst and UCHealth representatives were to be held but have not occurred. The topic will remain on the agenda for the next Board meeting.

New Business

- Director Gentzel expressed his appreciation for Daniel B. and Emma L., who attended the Simulated Trauma Alert Training (STAT) at Pikes Peak Regional Hospital (PPRH) while on shift. This collaborative training provides valuable insight into trauma care for walk-in patients, who represent the majority of trauma cases at PPRH, and strengthens the working relationship between UPRHSD and the PPRH.

- Director Gentzel had previously proposed a revision to the Capital Asset Threshold, suggesting a reduction from the current $5,000 to $1,000. Following discussion, the Board agreed to maintain the existing threshold at $5,000, citing industry standards and concerns that a lower threshold could blur the distinction between Board responsibilities and routine operational matters.

- Director Gentzel emphasized the importance of clear and proactive communication when members of the administrative team, including Chief Dienst, are out of the office. Specifically, he noted that when the Chief is unavailable, it is essential that staff and Board members are informed in advance and provided with a designated point of contact. This ensures continuity of operations and avoids unnecessary delays in decision-making.

- The Board once again revisited the discussion on its defined roles and responsibilities. It was agreed that while Board members do not need to approve all operational financial decisions, they should remain informed. Director Gentzel reiterated that the Board's oversight pertains solely to Chief Dienst, and all other personnel matters fall under internal operations and should not involve the Board. He emphasized the need to return focus to this structure. All members confirmed understanding and agreement. Board members are still encouraged to engage with staff and leadership to stay informed about organizational activities.

Adjourned 1456 Hrs

Joseph Watson President

Miranda Bickford Secretary/Treasurer

Date: 07/17/25

UTE PASS REGIONAL HEALTH SERVICE DISTRICT SEAL DOUGLAS, TELLER & PARK COUNTIES


SEAL