

# TRINITY LIFE SUPPORT CSD

## Minutes

REGULAR MEETING OF THE BOARD OF DIRECTORS

610 Washington Street, Weaverville, CA 96093

Wednesday, July 21, 2021; 11:00 a.m.

Meeting ID: **895 5983 7303** Passcode: **841222** Phone: **1-669-900-9128**

Directors present: Scott Alvord; Chairperson, Serena Brown; Secretary, Gus Kormeier; Director, and Carol Minor; Director

Directors absent: Todd Corbett; Vice-Chairperson

Other present: Patt Wyckoff; Interim Administrator and Kathy Ratliff; Paramedic/Finance

- I. Call Meeting to Order/Roll: President Scott Alvord called the meeting to order at 1101 hours
- II. Consent Calendar: *All mater listed under Consent Calendar are considered routine by the board and will be enacted by one vote. If discussion is desired, that item will be removed from the consent calendar and considered separately*
  - a. Adoption of Agenda
  - b. Approval of the meeting minutes for June 16, 2021
  - c. Approval of financial reports  
**MSC Kormeier/Brown approve the Consent Calendar as presented**
- III. Public Comment: None
- IV. Action Items
  - a. Tax Collection: Secretary Brown stated that she has been in contact with The County Assessor's Office who are still working on trying to get info from the State Board of Equalization. We are supposed to hear more from T.C. Assessor Shanna White soon.  
**Table to next meeting**
  - b. Staffing Issues/Retention of Employees: Admin; Wyckoff, reports that that we are currently retaining everyone, and we have three EMT applications. Hayfork is staffed BLS 90% of the time. There was discussion regarding pay scale to be looked at further when finances improve.  
**Tabled to next meeting**
  - c. Budget: Finance; Ratliff, asked that it be tabled to the next meeting.  
**Tabled to next meeting**
- V. Reports:
  - a. Operations: Admin; Wyckoff, states that there was no written report due to how busy she has been on the ambulance. Her verbal report is:
    - i. Staffing as reported above.
    - ii. She has received several calls asking for an ambulance to cover Fire Camps, which were turned down due to staffing issues.
    - iii. Unit 11 is in-service. Unit 1 is down with a differential leak and will be towed to Redding for maintenance.
    - iv. She is bringing Shawn Poore' back on as a part-time employee who will help her with CQI and policy/procedure. He will work 20 hours a week some of which will be here in Weaverville and some at home in Redding.
    - v. We will have a first-aid booth at the T.C. Fair. Patt will operate the booth and be available for ALS calls, but 303 will be staffed BLS.

b. Committees

- i. Polices: Director Minor reported that not much work has been done recently. Each Board Member is to be given access to the Google files to make comment.
  - ii. Contracts: The committee needs to meet regarding Patt Wyckoff's contract.
  - iii. Billing: Finance; Ratliff, reported that we have our NPI number, and we are registered with Medicare/Medical. She has been meeting with the new billing company. They have a small glitch with downloading reports from Image Trend but that it will be fixed soon.
  - iv. Budget: No report
- c. Directors Reports: Secretary; Brown, expressed her appreciation to which ever Paramedic held over after the end of shift to care for what sounded like a critical patient on scanner traffic. Admin; Wyckoff added that it was her but she did not have a choice since the patient showed up at the ambulance quarters. Finance; Ratliff, added kudos to Paramedic; Cox, and EMT; Reeves, for a lifesaving call. President; Alvord, complimented the appearance of the grounds. Stating that they look good knowing how busy the crews have been. Scott also gave an update on the application; we received for the District Manager. The application has been withdrawn. The applicant gave Scott some information and contacts regarding grants and Scott is going to follow up on them.

VI. Correspondence: None

VII. Adjournment: There being no further business the meeting was adjourned at 1150 hours.

Submitted by Secretary Serena Brown

  
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Todd Corbett, TLS CSD Vice-Chairperson

  
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Serena Brown, TLS CSD Secretary