

TRINITY LIFE SUPPORT CSD

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

610 Washington Street, Weaverville, CA 96093

Wednesday, May 19, 2021; 11:00 a.m.

Meeting ID: 839 8772 6402 Passcode: 691093 Phone: 1-669-900-9128

BOARD DIRECTORS PRESENT: Todd Corbett; Vice-Chairperson, Serena Brown; Secretary, Carol Minor; Director, Gus Kormeier; Director

BOARD DIRECTORS REMOTE ATTENDANCE:

BOARD DIRECTORS NOT PRESENT: Scott Alvord; Chairperson

OTHERS PRESENT: Patt Wyckoff; TLS CSD Interim Administrator, Kathy Ratliff; TLS CSD Finance Administrator, Tiffany Wong; TLS CSD Assistant Administrator

OTHERS REMOTE PRESENT:

- I. Call Meeting to order/Roll Call: Todd Corbett, Vice-Chairperson, called the meeting of Trinity Life Support CSD, Board of Directors to order at 11:00 a.m.
- II. CONSENT CALENDAR: *All matters 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 will be considered separately.*
 - a. Adoption of Agenda
 - b. Approval of the meeting minutes from the April 21, 2021 Board meeting.
 - c. Approval of financial reports

MSC Minor / Kormeier motion to approve the consent calendar as presented.
Vote: 3 ayes, unanimous
- III. Public Comment (Government Code Section 54954.3 et seq.): None presented
- IV. Action Items
 - a. Discuss/Action: County Tax collection procedure update. (Brown) Contacted Maddy Woodman, Appraiser II, of Trinity County Assessor, to see the status on the TCLS parcel list. Woodman is unable to provide a TCLS parcel list at this time as the County has not yet received the tax rate area changes for the TCLS boundaries from the State Board of Equalization. Secretary; Brown also enquired if there is anything needed, on our end, to help the State get the listing to the County of Trinity. She is having Shannon check with LAFCO, and she does not believe there is anything TCLS needs to do.
 - b. Discuss/Action: Staffing Issues/ Retention of Employees.
 - c. Discuss/Action: General Manager Recruitment/ Updated Recruitment material. Application received. Pat, TLS General Manager, will be following up. Secretary; Brown posted flyers for the advertising general manager position. Finance Director; Ratliff will check on EMSA, NorCal EMS to make sure it is posted on their websites. In addition, she will look into the cost to boost the general manager position on Facebook. Secretary; Brown will send the general manager pdf flyer and brochure to TLS CSD.
- V. REPORTS
 - a. Operations. General Manager, Wyckoff asks that a huge thank you be given to the Weaverville Fire Department for coming out and cleaning up the TLS CSD facility.

b. Committees

- i. Policies Committee Report. (Brown/Minor) Secretary; Brown requests that the review of policies be placed on google docs for review and input changes. Director; Minor proposes changes are created in yellow on google docs. Finance Director; Ratliff recommends reviewing each policy by section. Vice-Chairperson; Corbett recommends that changes submitted by Committee be reviewed for final approval by both TLS CSD Board and administration. Policy Committee; Brown/Minor directed by Board to report when they are ready to present.
- ii. Contracts. None presented
- iii. Billing. Finance Director; Ratliff presents that Quick Med Claims looked over TLS CSD's current billing sheet. Pricing is up to standard. She has provided the information needed during the changeover. Quick Med will be providing staff training and information about their organization. Staff will no longer have to choose the APC code. Quick Med will choose the correct billing codes and will cover compliance
- iv. Budget. Director; Carol asks when should the Board approve the budget for the year. Finance Director; Ratliff suggests next board meeting she may be able to present a draft budget. She may have an answer from the County of Trinity if they may be able to front funds needed to keep TLS CSD operational.

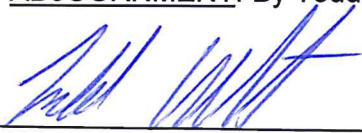
c. Directors Reports. None presented

VI. CORRESPONDENCE. None presented

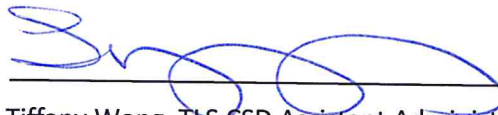
VII. CLOSED SESSION. None presented

VIII. NEXT REGULAR MEETING. Wednesday, June 16, 2021; 11:00 a.m.

IX. ADJOURNMENT. By Todd Corbett; Vice-Chairperson, at 11:15 a.m.



Todd Corbett, TLS CSD Vice-Chairperson



Tiffany Wong, TLS CSD Assistant Administrator