

TRINITY LIFE SUPPORT CSD

Minutes

REGULAR MEETING OF THE BOARD OF DIRECTORS

610 Washington Street, Weaverville, CA 96093

Wednesday, January 19, 2022; 11:00 a.m.

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

Director not present: Vice Chairperson; Todd Corbett

Others present District Manager; Patti Wyckoff, Clerk/Asst. Admin; Tiffany Wong

Late Attendance @1202HRS: Finance Director; Kathy Ratliff (Working on Ambulance)

- I. Call Meeting to order/Roll Call: Chairperson, Alvord called the meeting to order at 1105 hours.
- 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 December 08, 2021 Board meeting.
MSC: Minor/Kormeier motion to approve the consent calendar items as presented.
- III. Approval of financial reports.
 - a. Review December vendor expenditures. See attached.
 - b. Review profit and loss budget performance through December. See attached
 - c. Review balance sheet & cash flow through December. See attached
MSC: Minor/Kormeier motion to approve the financials as presented.
- IV. Public Comment (Government Code Section 54954.3 et seq.) **None present.**
- V. Action Items
 - a. Discuss/Action: January 2022 Minimum Wage adjustments: **Tabled.**
 - b. Discuss/Action: Second reading of Policy #1.01, 1.03, 1.04, 1.05, 1.06, 1.07, 1.08, 1.09, 1.10, 1.12, 1.13
MSC: Minor/Kormeier motion to approve Policy# 1.01, 1.03, 1.04, 1.05, 1.06, 1.07, 1.08, 1.09, 1.10, 1.12, 1.13 as presented.
 - c. Discuss/Action: Annual District Board Members CA 700 Form: Statement of Economic Interests: Board filled out 700 forms and handed them to Clerk; Wong. Board requests, Clerk; Wong to submit the forms to the County before the April deadline
 - d. Discuss/Action: Mid-year Budget review **See attached Mid-year Budget notes/revisions.** Discussion back and forth and requests. Director; Minor suggests a title change to the mid-year budget outlook. Secretary; Brown to look into Special District guidelines for the budget.
- VI. REPORTS
 - a. Operations. See attached. General Manager; Wyckoff, informs The Board that the AC/Heating unit in the crew's quarters is not working. Board directs General Manager; Wyckoff, to inquire for a second opinion from Crystal Heating and Air for fixing and/or quote on purchase for a new one to be installed.

- b. Committees
 - i. Policies Committee (Minor, Brown) board request General Manager; Wyckoff, look over administration policies moving forward. Then work with the committee (Minor/Brown) to update the changes.
 - ii. Contracts (Alvord/Corbett): None presented
 - iii. Budget & Action Committee (Minor/Brown/Ratliff/Wyckoff): None presented.
- c. Finance Membership
 - i. Billing Update: Tabled to wait for Finance Director; Ratliff, currently on transport with a patient. Finance Director; Ratliff arrives at 1202 HRS. Ratliff reports medical payments to TLS CSD have been approved. She has inquired to QuickMed Claims (QMC) on medical payments that have yet to be posted to our accounts. She has supplied July-December 2021 patient transport report, which QMC billers have received. Still do not see funding from transports showing up. Ratliff is following up with billers to make sure all have been submitted
 - ii. Tax Revenue: See attached. County of Trinity First Tax Revenue payment check for \$142,603.32 received.
- d. Membership: See attached. Clerk; Wong reports that with the change of our billers (ALN to QuickMed Claims) she will not be able to have clear numbers without the write-offs and member adjustments. Will have a clearer picture next quarter.
- e. Directors Reports: Chairperson; Alvord reports he sent a letter to the North Lake Tahoe Fire Chief enquiring about renting a surplus ambulance. They do not have a current surplus. Will look again in the spring.
Chairperson; Alvord and Finance Director; Ratliff met with Mountain Communities Health District Board Member; Hauser and Trinity County Board Member; Cox. MCHD Board Member; Hauser is willing to broker a meeting to discuss how the MCHD may help with Trinity Life Support CSD's financial dilemma. MCHD IGT funding level is direct rather than going through the County of Trinity. Board has a back and forth discussion. Chairperson; Alvord asks TLS CSD Board for action to be taken. The Board gives consensus to have the contract committee move forward with discussions with the MCHD Board of Directors.

VII. CORRESPONDENCE: None presented

VIII. NEXT REGULAR MEETING: Wednesday, February 16, 2022, @ 1100

IX. ADJOURNMENT: There being no further business, the meeting adjourned at 1227 hours.


Scott Alvord, TLS CSD Chairperson


Tiffany Wong, TLS CSD Clerk/Asst. Administrator