



Grand County Emergency Medical Services

Special Service District

Board Meeting

Tuesday, June 4, 2024

1:00-3:00pm Regular Meeting

Location: Grand County EMS SSD

520 E. 100 N. Moab, Utah 84532

Agenda

1. Call Meeting to Order
2. Welcome Public Comment - Anything not specifically on the agenda (3 minutes are allowed)
3. Approval of Minutes
 - a. 03/19/24 (Regular Meeting)
4. Updates
 - a. Chair Report
 - b. Treasurer Report
 - c. Board Member Reports
 - d. Emergency Coordinator
 - e. Administrative Staff
 - f. Director Report
 - g. Committee Reports
 - i. Evaluation Committee
 - ii. Policy Committee
 - iii. Executive Committee
 - iv. Budget/Audit Committee
5. Discussion/Action Items
 - a. Ratification of Payment of Bills (Q1) – Discussion/Action
 - b. Approval of Medical Director Agreements – Discussion/Action
6. Future Considerations
 - a. Approval of Updated Employee Handbook
 - b. Six Month Budget Amendment 2024
7. Closed Meeting
 - a. Character, Professional Competence, or Physical or Mental Health of an Individual

- 8. Action Item
 - a. Approval of the Executive Director Evaluation for 2023
- 9. Adjourn

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS. In compliance with the Americans with Disabilities Act, individuals with special needs requests wishing to attend Emergency Medical Services Special Service District meetings are encouraged to contact the District Board two (2) business days in advance of these events. Specific accommodations necessary to allow participation of disabled persons will be provided to the maximum extent possible. Requests, or any other questions or comments can be communicated to: (435) 259-1301.

Posted by: _____

Date: _____ Time: _____

Grand County Emergency Medical Services Special Service District
520 East 100 North
Moab, Utah

March 19, 2024
9:00 a.m.

1. The Grand County Emergency Medical Services Special Service District met in regular session on the above date and time at the Grand County EMS SSD station located at 520 E. 100 N., Moab, Utah. Vice Chair Jim Webster called the meeting to order at 9:07 a.m. In attendance were GCEMS Board Members Jim Webster, Evan Clapper, Jason Taylor, and Taryn Kay. Board members Rani Derasary and Lionel Weeks attended by video conference. Chair Elizabeth Tubbs was excused. Also, present were Executive Director, Andy Smith, Administrative Coordinator, Jennifer Williams, and Administrative Assistant, Mandy Turner.

Discussion ensued to move "Discussion/Action Items" to top half of the agenda to accommodate Taryn Kay's need to be dismissed by ten a.m. A motion was made by Jason Taylor to switch agenda items 4 and 5 for this board meeting. Motion was seconded by Evan Clapper. Motion carried 6-0.

2. **Welcome Public Comment:** No public comment.

3. **Approval of Minutes:**

- a. A motion was made by board member Jason Taylor to approve the January 16, 2024, regular meeting minutes. Motion was seconded by Taryn Kay. Motion carried 6-0.

4. **Discussion/Action Items:** *Please see packet for detailed information.*

- a. **Ratification of Payment of Bills – Discussion/Action:**

A motion was made by board member Jason Taylor to approve the ratification of payment of bills in the amount of \$994,412.66 for the period of October 1st- December 31st, 2023. Motion seconded by Taryn Kaye. Motion carried 6-0.

- b. **Gilbert & Stewart Audit Engagement Letter – Discussion/Action:**

Jen Williams presented the board with the audit engagement letter from Gilbert & Sullivan to conduct the district's audit for 2023. She noted that we have used this same company for the last few years. Jen and Andy would like the auditors to be finished by June 1st, so the county may move ahead with their audit sooner than they were able to last year. Though the district has been happy with Gilbert & Sullivan, they would like to send out a "Request for Proposals" this fall to contract with another auditor for next year to adhere to best practices. A motion was made by board member Jason Taylor to approve the audit engagement letter with Gilbert & Stewart to conduct the district's 2023 annual audit with the amendment of them having the audit completed by June 1st and authorize the chair to sign all associated documents. Motion seconded by Evan Clapper. Motion carried 6-0.

- c. **Ethics and Conflict-of-Interest Disclosures – Discussion/Action:** Mandy presented SOPs A-10 and A-12 concerning the Code of Ethics and Conflict-of-Interest policies. Andy noted that SOP A-10, section 1, letter (g), says the Conflict-of-Interest disclosure "shall be signed and notarized" though the board has never followed this and there is no law saying it needs to be so. He said this policy will be updated and there is no need to have the form notarized this year. Mandy said she will collect all signed forms after the board meeting.

- d. **Annual Fraud Risk Assessment – Discussion/Action:**

Jen Williams led the board through the state auditor's Fraud Risk Assessment Questionnaire for 2023, noted the board's responses to be submitted to the state, while Andy helped answer some questions. In general, the assessment scored higher this year than last year due to a Cyber Security Policy put in place by Michelle Mefret in 2023. Areas of improvement for 2024 were identified as forming the audit committee, conducting an internal audit, creating a policy for reporting fraud and abuse, and creating a policy for personal use of entity assets. There was also discussion point by point about current mitigating controls and how some duties have changed since Michelle Mefret left. A motion was made by Evan Clapper to approve the Annual Fraud Risk Assessment for 2023. Motion was seconded by Taryn Kay. Motion passed 6-0.

Board member Taryn Kay was excused at 9:51am.

5. Future Considerations:

- a. **EMS Week** – EMS week will be May 19th through 25th, 2024. The next board meeting will be during this time. Andy is hoping to do employee recognition at this meeting and Jim Webster expresses hope that we may have attendance by the public at this meeting.

6. Updates:

- a. **Chair Report:** None
- b. **Treasurer Report:** None
- c. **Board Member Reports:** None
- d. **Emergency Coordinator:** None
- e. **Administrative Staff:** None
- f. **Director Report:**

Andy touched on some items he identified as time sensitive for the board to hear.

Rural EMS Directors of Utah Conference in Cedar City will be held April 9th – 11th. Andy encouraged board members to attend and said he will send them an email with more information.

Andy said that the legislative session in Utah has concluded. Two notable outcomes were that the Medicaid mileage bill did not go forward and that HB236 "Healthcare Facilities Sales Care and Use Tax" modification was passed. HB236 opens the Healthcare Sales Tax to entities beyond health and emergency medical services. He was able to negotiate a "carve-out" for those who already have the sales tax in place, so that dedicated percentage may not be used for other purposes. Andy expressed his disappointment with this law and is already working with representatives to amend this for next year.

Andy stated that he would send out the rest of his director updates by email.

g. Committee Reports:

- i. **Evaluation Committee** - None
- ii. **Policy Committee** – Policy Committee Meeting that was scheduled to follow this board meeting was postponed until board member Liz Tubbs could attend.
- iii. **Executive Committee** - None
- iv. **Budget Committee** - None

7. Adjourn: 10:11 a.m.

Grand County EMS Special Service District
Elizabeth Tubbs, Chair

Amanda Turner
Clerk/Secretary

Agenda Summary
Grand County Emergency Medical Services SSD
June 6, 2024
Agenda Item #5a

Title:	Ratification of Payment of Bills
Presenter:	Treasurer: Jason Taylor
Summary:	Salary/Benefits, \$527,060.98 and Expenses, \$387,911.05 \$914,972.03 ratification of payment of bills. January 1 st - April 30 th , 2024.
Fiscal Impacts:	\$914,972.03
Recommended Motion:	"I move to approve the ratification of payment of bills in the amount of \$914,972.03 for the period of January 1 st - April 30 th , 2024.
Process:	
Attachments:	January – April 2024 Salary/Benefits/Expense Transaction Detail P&L statement

9:48 AM

05/29/24

Grand County Emergency Medical Services SSD Transaction Detail by Account

Accrual Basis

January through March 2024

Date	Name	Memo	Debit	Credit	Balance
2.1 · Salaries and Benefits					
2.1.1 · Salaries					
01/10/2024		-MULTIPLE-	63,164.01		63,164.01
01/10/2024		To reduce for OT		14,572.01	48,592.00
01/22/2024		-MULTIPLE-	66,371.81		114,963.81
01/22/2024		To reduce for OT, event pay and cell phone		17,371.74	97,592.07
02/06/2024		-MULTIPLE-	64,872.05		162,464.12
02/06/2024		To reduce for OT and event pay		17,693.88	144,770.24
02/19/2024		-MULTIPLE-	66,852.71		211,622.95
02/19/2024		To reduce for OT and event pay		15,863.45	195,759.50
03/06/2024		-MULTIPLE-	66,862.76		262,622.26
03/06/2024		To reduce for OT and event pay		17,617.60	245,004.66
03/20/2024		-MULTIPLE-	64,703.11		309,707.77
03/20/2024		To reduce for OT, cell phone and event pay		18,432.16	291,275.61
Total 2.1.1 · Salaries			392,826.45	101,550.84	291,275.61
2.1.2 · Overtime					
01/10/2024		Overtime	14,572.01		14,572.01
01/22/2024		Overtime	16,973.11		31,545.12
02/06/2024		Overtime	17,353.37		48,898.49
02/19/2024		Overtime	15,035.60		63,934.09
03/06/2024		Overtime	17,058.70		80,992.79
03/20/2024		Overtime	16,466.36		97,459.15
Total 2.1.2 · Overtime			97,459.15	0.00	97,459.15
2.1.4 · Benefits					
01/10/2024	Utah State Retire	PR ending 1.7.24	8,594.25		8,594.25
01/10/2024	Health Equity	PR ending 1.7.24	2,493.93		11,088.18
01/17/2024	SelectHealth	Feb 24	15,024.03		26,112.21
01/23/2024	Utah State Retire	PR ending 1.21.24	8,981.38		35,093.59
01/23/2024	Health Equity	PR ending 1.21.24	2,462.33		37,555.92
01/31/2024	PEHP Group Insurance	Feb 24	218.08		37,774.00
02/02/2024	SelectHealth	March 24	15,024.03		52,798.03
02/05/2024	PEHP Long-Term Disability	PR 1/7, 1/21, 2/4	749.77		53,547.80
02/06/2024	Utah State Retire	PR ending 2.4.24	9,401.60		62,949.40
02/06/2024	Health Equity	PR ending 2.4.24	2,462.33		65,411.73
02/21/2024	Health Equity	PR ending 2.18.24	2,462.33		67,874.06
02/22/2024	Utah State Retire	PR ending 2.18.24	8,931.26		76,805.32
02/29/2024	PEHP Group Insurance	March 24	220.56		77,025.88
03/05/2024	PEHP Long-Term Disability	PR 2/18, 3/3	483.11		77,508.99
03/06/2024	Health Equity	PR ending 3.3.24	2,497.88		80,006.87
03/06/2024	Utah State Retire	PR ending 3.3.24	8,806.96		88,813.83
03/20/2024	Health Equity	PR ending 3.17.24	3,006.83		91,820.66
03/20/2024	Utah State Retire	PR ending 3.17.24	9,586.24		101,406.90
03/20/2024	PEHP Group Insurance	April 24	220.56		101,627.46
03/31/2024	PEHP Long-Term Disability	PR 3/17, 3/31	516.63		102,144.09
Total 2.1.4 · Benefits			102,144.09	0.00	102,144.09
2.1.5 · Taxes					
01/10/2024		ER	5,497.00		5,497.00
01/22/2024		ER	5,722.40		11,219.40
02/06/2024		ER	5,477.21		16,696.61
02/19/2024		ER	5,545.15		22,241.76
03/06/2024		ER	5,471.44		27,713.20
03/20/2024		ER	5,277.24		32,990.44
Total 2.1.5 · Taxes			32,990.44	0.00	32,990.44
2.1.6 · Event Pay					
01/22/2024		Event Pay	98.63		98.63
02/06/2024		Event Pay	340.51		439.14
02/19/2024		Event Pay	527.85		966.99
03/06/2024		Event Pay	558.90		1,525.89
03/20/2024		Event Pay	1,665.80		3,191.69
Total 2.1.6 · Event Pay			3,191.69	0.00	3,191.69
Total 2.1 · Salaries and Benefits			628,611.82	101,550.84	527,060.98
TOTAL			628,611.82	101,550.84	527,060.98

9:47 AM

05/29/24

Accrual Basis

Grand County Emergency Medical Services SSD Transaction Detail by Account

January through March 2024

Date	Name	Memo	Debit	Credit	Balance
2.2 · Maintenance & Operations					
2.2.1 · Subscriptions & Memberships					
01/04/2024	Garmin Services		19.95		19.95
01/06/2024	WIX.com	Yearly Subscription	293.52		313.47
01/09/2024	Adobe		21.76		335.23
01/10/2024	Rural EMS Directors Assoc. of Utah	Andy Smith membership	300.00		635.23
02/03/2024	Adobe		21.76		656.99
02/22/2024	Apple	Cloud	2.99		659.98
02/28/2024	First Arriving IO, Inc		2,129.01		2,788.99
03/01/2024	Aladtec, Inc.	-MULTIPLE-	4,447.00		7,235.99
03/01/2024	Penguin Management, Inc.	edisatches	1,572.00		8,807.99
03/04/2024	Garmin Services		19.95		8,827.94
03/05/2024	Garmin Services		19.95		8,847.89
03/05/2024	Adobe		21.76		8,869.65
03/14/2024	Survey Monkey	yearly subscription	509.42		9,379.07
03/22/2024	Apple	Cloud	2.99		9,382.06
Total 2.2.1 · Subscriptions & Memberships			9,382.06	0.00	9,382.06
2.2.10 · Insurance Billing Contract					
01/05/2024	First Professional Services Corporation	Week 1	132.52		132.52
01/12/2024	First Professional Services Corporation	Week 2	2,097.20		2,229.72
01/19/2024	First Professional Services Corporation	Week 3	1,834.50		4,064.22
01/26/2024	First Professional Services Corporation	Week 4	1,132.15		5,196.37
01/29/2024	Department of Health	Ambulances	8,879.24		14,075.61
01/30/2024	Health Services Integration Inc.	Jan 24 - Credit for underbilling		254.00	13,821.61
01/31/2024	Health Services Integration Inc.	Jan 24	254.00		14,075.61
02/02/2024	First Professional Services Corporation	Week 5	1,340.44		15,416.05
02/09/2024	First Professional Services Corporation	Week 6	666.31		16,082.36
02/16/2024	First Professional Services Corporation	Week 7	357.75		16,440.11
02/23/2024	First Professional Services Corporation	Week 8	585.68		17,025.79
02/28/2024	Health Services Integration Inc.	Feb 24 - Credit for underbilling		210.00	16,815.79
02/29/2024	Health Services Integration Inc.	Feb 24	210.00		17,025.79
03/01/2024	First Professional Services Corporation	Week 9	1,659.66		18,685.45
03/08/2024	First Professional Services Corporation	Week 10	1,420.16		20,105.61
03/15/2024	First Professional Services Corporation	Week 11	1,714.34		21,819.95
03/22/2024	First Professional Services Corporation	Week 12	248.08		22,068.03
03/29/2024	First Professional Services Corporation	Week 13	1,316.75		23,384.78
03/30/2024	Health Services Integration Inc.	March 24 - Credit for underbilling		129.00	23,255.78
03/31/2024	Health Services Integration Inc.	March 24	129.00		23,384.78
Total 2.2.10 · Insurance Billing Contract			23,977.78	593.00	23,384.78
2.2.11 · Professional Fees					
2.2.11.2 · IT Contracting					
01/01/2024	Iron Edge	Monthly billing- Jan	1,904.80		1,904.80
02/01/2024	Iron Edge	Monthly billing- Feb	1,904.80		3,809.60
03/01/2024	Iron Edge	Monthly billing- March	1,904.80		5,714.40
Total 2.2.11.2 · IT Contracting			5,714.40	0.00	5,714.40
2.2.11.4 · Payroll					
01/05/2024	ADP, LLC	Dec 23	605.90		605.90
02/02/2024	ADP, LLC	Jan 24	619.27		1,225.17
02/14/2024	ADP, LLC	2023 taxes	285.60		1,510.77
03/08/2024	ADP, LLC	Feb 24	978.70		2,489.47
Total 2.2.11.4 · Payroll			2,489.47	0.00	2,489.47
2.2.11.5 · Miscellaneous					
01/22/2024	ADP Screening and Selection Services	Background checks	101.13		101.13
01/31/2024	Doug Murdock		250.00		351.13
02/29/2024	Doug Murdock		250.00		601.13
03/31/2024	Doug Murdock		250.00		851.13
Total 2.2.11.5 · Miscellaneous			851.13	0.00	851.13
2.2.11.6 · Professional Fees Other (EM)					
01/09/2024	Moab Valley Fire Protection District	Emergency Coordinator salary Jan 24	2,735.40		2,735.40
02/01/2024	Moab Valley Fire Protection District	Emergency Coordinator salary Feb 24	2,735.40		5,470.80
03/01/2024	Moab Valley Fire Protection District	Emergency Coordinator salary March 24	2,735.40		8,206.20
Total 2.2.11.6 · Professional Fees Other (EM)			8,206.20	0.00	8,206.20
Total 2.2.11 · Professional Fees			17,261.20	0.00	17,261.20

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05/29/24

Accrual Basis

Grand County Emergency Medical Services SSD Transaction Detail by Account

January through March 2024

Date	Name	Memo	Debit	Credit	Balance
2.2.12 · Permits & Licensing					
01/03/2024	Utah Department of Health	AEMT fee	45.00		45.00
01/05/2024	Allison Jensen	Instructor renewal Jensen	150.00		195.00
01/09/2024	Cody Allinson	AEMT fee	45.00		240.00
01/18/2024	Michael Allen	AEMT application fee	45.00		285.00
01/30/2024	David Garcia	NREMT Garcia	32.00		317.00
02/05/2024	Utah Department of Health	renewal	30.00		347.00
02/06/2024	Christopher Murray	NREMT and Utah EMT Murray	56.00		403.00
02/11/2024	Anna Knight	AEMT renewal	30.00		433.00
02/14/2024	National Registry EMT	vouchers	198.00		631.00
02/15/2024	Department of Health	Vehicle quality assurance review fees	1,125.00		1,756.00
02/17/2024	Utah Department of Health	renewal	30.00		1,786.00
02/22/2024	Utah Department of Health	recert Meyer	30.00		1,816.00
02/24/2024	Utah Department of Health	recert Allen	30.00		1,846.00
02/27/2024	Utah Department of Health	Brewer instructor course	150.00		1,996.00
03/01/2024	National Registry EMT	voucher	32.00		2,028.00
03/08/2024	Utah Department of Health	Kellner recert	30.00		2,058.00
03/08/2024	Utah Department of Health	Kellner renewal	30.00		2,088.00
03/08/2024	National Registry EMT	voucher	64.00		2,152.00
03/14/2024	Utah Department of Health	Smith renewal	30.00		2,182.00
03/20/2024	Utah Department of Health	page renewal	30.00		2,212.00
03/24/2024	Utah Department of Health	Robin renewal	30.00		2,242.00
03/24/2024	Utah Department of Health	Blackwill renewal	30.00		2,272.00
Total 2.2.12 · Permits & Licensing			2,272.00	0.00	2,272.00
2.2.13 · Billing Refund Requests					
03/01/2024	First Professional Services Corporation		2,126.38		2,126.38
03/01/2024	Kimberlie Mash		270.78		2,397.16
03/01/2024	David Miller		155.00		2,552.16
03/01/2024	Michael Muntean		270.00		2,822.16
03/01/2024	Steven Smith		161.99		2,984.15
03/01/2024	Naftali Lynn		485.18		3,469.33
03/01/2024	Eve Sherbin		231.13		3,700.46
03/01/2024	Shawn Shaler		128.39		3,828.85
03/01/2024	Andrew Klayman		698.95		4,527.80
03/01/2024	Florence Monniere		108.80		4,636.60
03/01/2024	Kayla Borza		200.02		4,836.62
03/01/2024	Neal Swisher		251.29		5,087.91
03/01/2024	Donald Monniere		108.80		5,196.71
03/01/2024	Donald Monniere		109.26		5,305.97
03/01/2024	David Heili		101.10		5,407.07
03/12/2024	Timothy Omeara		250.00		5,657.07
03/12/2024	Leslie Thomas		50.00		5,707.07
03/12/2024	Leslie Thomas		50.00		5,757.07
03/12/2024	John Quarry		113.96		5,871.03
03/12/2024	William Hamilton		443.18		6,314.21
03/12/2024	Judy Copeland		122.00		6,436.21
03/12/2024	Susan Jamieson		133.73		6,569.94
03/12/2024	Cathleen Beeman		1,684.43		8,254.37
03/15/2024		Medicare refund taken out of 2/15 deposit	169.47		8,423.84
Total 2.2.13 · Billing Refund Requests			8,423.84	0.00	8,423.84
2.2.14 · Cell Phone Allowance					
01/22/2024		cell phone	300.00		300.00
02/19/2024		Cell Phone	300.00		600.00
03/20/2024		Event Pay	300.00		900.00
Total 2.2.14 · Cell Phone Allowance			900.00	0.00	900.00
2.2.15 · Special Dept Supplies/Uniforms					
02/08/2024	King Soopers Customer Charges	MRH gift	47.98		47.98
02/22/2024	Walker Drug	card	1.90		49.88
02/29/2024	Conterra Inc	Leber uniform	93.03		142.91
03/08/2024	Misc	EMRAT gear	148.28		291.19
Total 2.2.15 · Special Dept Supplies/Uniforms			291.19	0.00	291.19
2.2.16 · Medical Supplies					
01/02/2024	Life-Assist, Inc.	misc supplies	804.56		804.56
01/02/2024	Henry Schein	misc supplies	798.02		1,602.58
01/09/2024	Life-Assist, Inc.	misc supplies	418.98		2,021.56
01/09/2024	Henry Schein	misc supplies	504.27		2,525.83
01/09/2024	Henry Schein	misc supplies	37.71		2,563.54
01/09/2024	Henry Schein	misc supplies	194.66		2,758.20
01/15/2024	Henry Schein	misc supplies	338.65		3,096.85
01/16/2024	Life-Assist, Inc.	misc supplies	48.63		3,145.48
01/19/2024	Henry Schein	misc supplies	76.76		3,222.24
01/22/2024	Life-Assist, Inc.	misc supplies	222.34		3,444.58
01/22/2024	Henry Schein	misc supplies	123.22		3,567.80
01/29/2024	Henry Schein	misc supplies	626.29		4,194.09
02/01/2024	Henderson Leasing Company LLC	oxygen	246.95		4,441.04
02/02/2024	Life-Assist, Inc.	misc supplies	551.26		4,992.30
02/02/2024	Henry Schein	misc supplies	1,259.54		6,251.84
02/06/2024	Life-Assist, Inc.	misc supplies	12.36		6,264.20
02/06/2024	Henderson Leasing Company LLC	oxygen	246.95		6,511.15
02/07/2024	Henry Schein	misc supplies	473.26		6,984.41
02/07/2024	Henry Schein	misc supplies	194.66		7,179.07
02/07/2024	Life-Assist, Inc.	misc supplies	400.52		7,579.59
02/16/2024	Moab Reg. Hospital	Narcotics	420.00		7,999.59
02/19/2024	Henry Schein	misc supplies	1,180.56		9,180.15

9:47 AM

05/29/24

Accrual Basis

Grand County Emergency Medical Services SSD Transaction Detail by Account

January through March 2024

Date	Name	Memo	Debit	Credit	Balance
02/19/2024	Life-Assist, Inc.	misc supplies	206.22		9,386.37
02/20/2024	Life-Assist, Inc.	misc supplies	29.01		9,415.38
03/01/2024	Life-Assist, Inc.	misc supplies	130.00		9,545.38
03/01/2024	Life-Assist, Inc.	misc supplies	127.12		9,672.50
03/01/2024	Henry Schein	misc supplies	198.97		9,871.47
03/04/2024	Henry Schein	misc supplies	116.40		9,987.87
03/04/2024	Henry Schein	misc supplies	577.43		10,565.30
03/08/2024	Life-Assist, Inc.	misc supplies	123.42		10,688.72
03/14/2024	Life-Assist, Inc.	misc supplies	306.12		10,994.84
03/14/2024	Henry Schein	misc supplies	408.81		11,403.65
03/20/2024	Life-Assist, Inc.	misc supplies	868.70		12,272.35
03/20/2024	Henry Schein	misc supplies	364.00		12,636.35
03/25/2024	Life-Assist, Inc.	misc supplies	306.12		12,942.47
03/28/2024	Life-Assist, Inc.	misc supplies	396.06		13,338.53
03/28/2024	Henry Schein	misc supplies	662.25		14,000.78
03/29/2024	Henderson Leasing Company LLC	oxygen	274.30		14,275.08
03/29/2024	Life-Assist, Inc.	misc supplies	29.01		14,304.09
Total 2.2.16 · Medical Supplies			14,304.09	0.00	14,304.09
2.2.17 · Non Medical Supplies					
03/30/2024	Walker Drug	water	11.97		11.97
Total 2.2.17 · Non Medical Supplies			11.97	0.00	11.97
2.2.18 · Insurance Expense					
01/01/2024	Utah Counties Indemnity Pool	Workers Compensation Coverage	65,350.00		65,350.00
01/01/2024	Utah Counties Indemnity Pool	Member Contribution	20,757.00		86,107.00
Total 2.2.18 · Insurance Expense			86,107.00	0.00	86,107.00
2.2.19 · Inventory					
01/19/2024	Limbs & Things Inc	New Manequin	8,419.20		8,419.20
Total 2.2.19 · Inventory			8,419.20	0.00	8,419.20
2.2.20 · Rent Expense					
01/01/2024	Angel Watch Storage	Jan 24	165.00		165.00
02/01/2024	Angel Watch Storage	Feb 24	165.00		330.00
03/01/2024	Angel Watch Storage	March 24	165.00		495.00
Total 2.2.20 · Rent Expense			495.00	0.00	495.00
2.2.3 · Travel Transfers					
01/21/2024	Hampton Inn	transfer	151.96		151.96
03/27/2024	Crystal Inn Hotel & Suites SLC	3/15 room	115.82		267.78
03/30/2024	Crystal Inn Hotel & Suites SLC	3/30 room Pickford and Anderson	231.64		499.42
Total 2.2.3 · Travel Transfers			499.42	0.00	499.42
2.2.4 · Office Supplies					
01/01/2024	Les Olson Company	Yearly fee for Cpts office	315.00		315.00
01/01/2024	Les Olson Company	Quarterly billing	136.44		451.44
01/04/2024	Desert West Office Supply	file boxes	8.78		460.22
01/04/2024	USPS	stamps	66.00		526.22
01/11/2024	USPS	Mailing forms to Murdock	9.65		535.87
01/11/2024	Amazon	keyboard	29.48		565.35
01/12/2024	Desert West Office Supply	folders, markers and envelopes	38.38		603.73
01/12/2024	Amazon	1099's	33.47		637.20
01/17/2024	Amazon	dry erase markers	36.42		673.62
01/18/2024	Desert West Office Supply	paper, tape, pencil	60.53		734.15
01/18/2024	Misc	Andy Cards	25.00		759.15
01/22/2024	USPS	Mailing 1099's	11.82		770.97
01/22/2024	USPS		11.30		782.27
01/23/2024	Desert West Office Supply	Clip board	3.22		785.49
02/01/2024	USPS	stamps and shipping Murdock jacket	28.09		813.58
02/05/2024	Misc	business cards	83.50		897.08
02/15/2024	Moab Mailing Center	return of lens cover for 109	25.49		922.57
02/19/2024	Amazon	-MULTIPLE-	26.96		949.53
02/19/2024	Amazon	promotion		13.60	935.93
02/29/2024	Office Equipment Co., Inc.	Shredding Service	80.00		1,015.93
03/01/2024	Amazon	cables	36.61		1,052.54
03/06/2024	USPS	2 rolls of stamps	136.00		1,188.54
03/06/2024	Desert West Office Supply	markers, printer ink	66.05		1,254.59
03/22/2024	Amazon	thermal pouches	15.09		1,269.68
03/27/2024	Quill LLC	check envelopes	40.80		1,310.48
03/28/2024	Les Olson Company	Quarterly billing	125.81		1,436.29
Total 2.2.4 · Office Supplies			1,449.89	13.60	1,436.29

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Grand County Emergency Medical Services SSD Transaction Detail by Account

Accrual Basis

January through March 2024

Date	Name	Memo	Debit	Credit	Balance
2.2.6 · Equipment Maintenance & Supply					
01/01/2024	Utah Communications Authority	Repeater Station	300.00		300.00
01/03/2024	Zoll Medical Corporation	AED soft carry case x 2	217.48		517.48
01/03/2024	Zoll Medical Corporation	CPR Connector	239.40		756.88
01/16/2024	Amazon	OBD adapter and LED for lights	115.94		872.82
01/19/2024	Misc	Vacuum Splint x 7	5,091.00		5,963.82
01/26/2024	Amazon	airtags	254.97		6,218.79
01/27/2024	Amazon	motorola microphone, surface charger	203.74		6,422.53
01/31/2024	Walker Drug	markers for vacuum splints	10.86		6,433.39
02/12/2024	Walker Drug	water	9.98		6,443.37
02/25/2024	LifeMed Safety, Inc	-MULTIPLE-	3,180.00		9,623.37
03/09/2024	Walker Drug	sand bags	4.00		9,627.37
03/20/2024	Walkers True Value Hardware	triflow	21.99		9,649.36
Total 2.2.6 · Equipment Maintenance & Supply			9,649.36	0.00	9,649.36
2.2.7 · Building Maintenance					
01/01/2024	Uline	black wire shelving and small mat	442.51		442.51
01/15/2024	TnT Pest Control	jan 24	150.00		592.51
01/20/2024	Walkers True Value Hardware	dryer vent cleaning supplies	40.99		633.50
01/20/2024	Walker Drug	station supplies	28.77		662.27
01/20/2024	Walkers True Value Hardware	drum liner	16.99		679.26
01/22/2024	Walker Drug	floor cleaner	24.99		704.25
01/23/2024	Colorado Custom Elevator & Lift	Elevator repair deposit	500.00		1,204.25
01/23/2024	Packard Wholesale Co.	supply restock	318.74		1,522.99
02/07/2024	Colorado Custom Elevator & Lift	Elevator repair	3,685.00		5,207.99
02/09/2024	TnT Pest Control	Feb 24	150.00		5,357.99
02/09/2024	Packard Wholesale Co.	supply restock	217.11		5,575.10
03/08/2024	TnT Pest Control	March 24	150.00		5,725.10
03/18/2024	Home Depot	tools for shelf destruction for building	591.44		6,316.54
03/21/2024	Walkers True Value Hardware		16.77		6,333.31
03/28/2024	Misc	dirt for front garden beds	53.94		6,387.25
Total 2.2.7 · Building Maintenance			6,387.25	0.00	6,387.25
2.2.8 · Utilities					
2.2.8.1 · Water & Sewer					
01/31/2024	City of Moab		60.80		60.80
02/29/2024	City of Moab		62.04		122.84
03/31/2024	City of Moab		65.97		188.81
Total 2.2.8.1 · Water & Sewer			188.81	0.00	188.81
2.2.8.2 · Garbage					
01/31/2024	Solid Waste SSD #1	520 E 100 N	36.00		36.00
01/31/2024	City of Moab		73.00		109.00
02/29/2024	City of Moab		73.00		182.00
02/29/2024	Solid Waste SSD #1	520 E 100 N	36.00		218.00
03/31/2024	City of Moab		73.00		291.00
03/31/2024	Solid Waste SSD #1	520 E 100 N	36.00		327.00
Total 2.2.8.2 · Garbage			327.00	0.00	327.00
2.2.8.3 · Power					
01/17/2024	Rocky Mtn Power	Dec 23	577.83		577.83
02/15/2024	Rocky Mtn Power	Jan 24	599.76		1,177.59
03/15/2024	Rocky Mtn Power	Feb 24	599.76		1,777.35
Total 2.2.8.3 · Power			1,777.35	0.00	1,777.35
2.2.8.4 · Gas					
01/23/2024	Dominion Energy	540 E 100 N	827.76		827.76
02/19/2024	Dominion Energy	540 E 100 N	464.81		1,292.57
03/19/2024	Dominion Energy	540 E 100 N	381.78		1,674.35
Total 2.2.8.4 · Gas			1,674.35	0.00	1,674.35
2.2.8.5 · Telephone & Internet					
01/01/2024	Zen Communications	Jan	283.00		283.00
01/01/2024	Emery Telcom		156.32		439.32
01/20/2024	AT&T Mobility	Jan 24	349.59		788.91
02/01/2024	Zen Communications	Feb	237.00		1,025.91
02/01/2024	Emery Telcom		156.32		1,182.23
02/20/2024	AT&T Mobility	Feb 24	349.59		1,531.82
03/01/2024	Zen Communications	March	260.00		1,791.82
03/01/2024	Emery Telcom		226.32		2,018.14
03/20/2024	AT&T Mobility	Feb 24	349.59		2,367.73
Total 2.2.8.5 · Telephone & Internet			2,367.73	0.00	2,367.73
2.2.8 · Utilities - Other					
02/01/2024	Mountain Alarm Fire	Alarm Monitoring	240.00		240.00
Total 2.2.8 · Utilities - Other			240.00	0.00	240.00
Total 2.2.8 · Utilities			6,575.24	0.00	6,575.24

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Accrual Basis

Grand County Emergency Medical Services SSD Transaction Detail by Account

January through March 2024

Date	Name	Memo	Debit	Credit	Balance
2.2.9 · Automobile Expense					
2.2.9.1 · Fuel					
01/31/2024	Maverik	Jan	3,495.54		3,495.54
02/29/2024	Maverik	Feb	2,815.22		6,310.76
03/31/2024	Maverik	March	3,949.56		10,260.32
Total 2.2.9.1 · Fuel			10,260.32	0.00	10,260.32
2.2.9.3 · Repairs & Maintenance					
01/10/2024	23 Diesel	108	5,271.84		5,271.84
01/11/2024	Amazon	seat lever	9.48		5,281.32
01/16/2024	Red Rock GMC	510 repairs	7,893.68		13,175.00
01/16/2024	Mercedes Benz of Draper	Sprinter service	1,244.20		14,419.20
01/26/2024	23 Diesel	108	733.90		15,153.10
02/01/2024	Wash-It Express		15.00		15,168.10
02/05/2024	Misc	Lens for truck	102.85		15,270.95
02/09/2024	Grand Tire Pros	tires for 4Runner	1,328.00		16,598.95
02/14/2024	Misc	Lens for truck	257.65		16,856.60
02/15/2024	O'Reilly	DEF	60.94		16,917.54
02/15/2024	Lube It Express	523249	55.94		16,973.48
02/21/2024	Misc	return lens for truck		74.00	16,899.48
03/04/2024	O'Reilly		65.74		16,965.22
03/10/2024	Misc	replacement light 108	57.40		17,022.62
03/11/2024	Lube It Express	523240	89.90		17,112.52
03/12/2024	O'Reilly	carwash	6.99		17,119.51
Total 2.2.9.3 · Repairs & Maintenance			17,193.51	74.00	17,119.51
Total 2.2.9 · Automobile Expense			27,453.83	74.00	27,379.83
Total 2.2 · Maintenance & Operations			223,860.32	680.60	223,179.72
2.3 · Education					
2.3.1 · Local Training					
01/02/2024	Jones & Bartlett Learning	AEMT books for Cody	427.90		427.90
01/09/2024	American Heart Association	books for AEMT class	352.01		779.91
02/03/2024	American Heart Association	CPR cards	1,060.80		1,840.71
02/23/2024	American Heart Association	CPR cards	509.60		2,350.31
02/27/2024	American Heart Association	CPR cards	66.00		2,416.31
03/01/2024	American Heart Association	CPR cards	510.00		2,926.31
03/26/2024	American Heart Association	CPR cards	680.00		3,606.31
Total 2.3.1 · Local Training			3,606.31	0.00	3,606.31
2.3.2 · Local Training Meals					
01/10/2024	King Soopers Customer Charges	CME	146.09		146.09
01/16/2024	King Soopers Customer Charges	Board Meeting	35.77		181.86
01/18/2024	King Soopers Customer Charges	debrief	13.37		195.23
02/05/2024	King Soopers Customer Charges	CME	112.58		307.81
02/23/2024	King Soopers Customer Charges	back country call snacks	146.28		454.09
02/23/2024	King Soopers Customer Charges	refunded sales tax		4.26	449.83
02/23/2024	King Soopers Customer Charges	back country snacks	146.28		596.11
02/23/2024	King Soopers Customer Charges	sales tax refund		4.26	591.85
03/04/2024	King Soopers Customer Charges	CME	135.13		726.98
03/18/2024	Misc	lunch for crew who went to get shelves	118.26		845.24
03/19/2024	King Soopers Customer Charges	Board Meeting	15.18		860.42
Total 2.3.2 · Local Training Meals			868.94	8.52	860.42
Total 2.3 · Education			4,475.25	8.52	4,466.73
2.4 · Travel Expense					
2.4.1 · CME Travel					
03/05/2024	David Garcia	Garcia to NY for Noonan funeral	1,659.61		1,659.61
03/18/2024	Orbitz	Brewer flight to Michigan for Safetech	931.20		2,590.81
03/18/2024	Orbitz	Rental car cancellation	50.00		2,640.81
03/19/2024	Orbitz	Rental car cancellation fee	20.51		2,661.32
Total 2.4.1 · CME Travel			2,661.32	0.00	2,661.32
2.4.3 · CME Seminars					
01/23/2024	NAEMSE	M Page online skills instrctor	260.00		260.00
01/24/2024	NAEMSE	M Page online skills instrctor	260.00		520.00
03/04/2024	SafeTech Solutions	Women in Leadership course - Brewer	1,500.00		2,020.00
03/27/2024	Rural EMS Directors Assoc. of Utah	yearly conference	550.00		2,570.00
Total 2.4.3 · CME Seminars			2,570.00	0.00	2,570.00
2.4.4 · CME Lodging					
01/24/2024	Misc	Andy for REMSDAU	102.75		102.75
01/29/2024	Misc	Andy for legislative sessions	127.54		230.29
02/26/2024	Misc	Smith hotel legislature	127.76		358.05
02/27/2024	Misc	Smith stay legislature	171.17		529.22
03/28/2024	Misc	hotel for brewer in Michigan for Safetech	737.37		1,266.59
Total 2.4.4 · CME Lodging			1,266.59	0.00	1,266.59
Total 2.4 · Travel Expense			6,497.91	0.00	6,497.91

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Grand County Emergency Medical Services SSD Transaction Detail by Account

Accrual Basis

January through March 2024

Date	Name	Memo	Debit	Credit	Balance
2.5 · Allowance for Uncollectible					
01/31/2024		Jan 24 FPSC	28,253.21		28,253.21
01/31/2024		Jan 24		935.00	27,318.21
02/29/2024		Feb 24		4,092.00	23,226.21
03/31/2024		March 24		2,084.00	21,142.21
03/31/2024		March 24 FPSC	120,037.29		141,179.50
Total 2.5 · Allowance for Uncollectible			148,290.50	7,111.00	141,179.50
3.1 · Capital Assets					
3.1.1 · Capital Buildings					
01/16/2024	High Valley Structures	-MULTIPLE-	11,200.00		11,200.00
01/16/2024	LeGrand Johnson	Gravel for shed placement	493.23		11,693.23
Total 3.1.1 · Capital Buildings			11,693.23	0.00	11,693.23
Total 3.1 · Capital Assets			11,693.23	0.00	11,693.23
Bank Service Charges					
01/04/2024	Merchant Services - V	Monthly Fees - Dec 2023	87.49		87.49
01/12/2024	First Professional Services Corporation	CC fees	27.19		114.68
01/19/2024	First Professional Services Corporation	CC fees	64.02		178.70
01/26/2024	First Professional Services Corporation	CC fees	21.00		199.70
02/02/2024	First Professional Services Corporation	CC fees	89.41		289.11
02/05/2024	Merchant Services - V	Monthly Fees - Jan 2024	45.00		334.11
02/09/2024	First Professional Services Corporation	CC fees	95.88		429.99
02/16/2024	First Professional Services Corporation	CC fees	69.59		499.58
02/23/2024	First Professional Services Corporation	CC fees	84.74		584.32
03/01/2024	First Professional Services Corporation	CC fees	1.75		586.07
03/05/2024	Merchant Services - V	Monthly Fees - Feb 2024	45.00		631.07
03/08/2024	First Professional Services Corporation	CC fees	3.55		634.62
03/15/2024	First Professional Services Corporation	CC fees	212.65		847.27
03/22/2024	First Professional Services Corporation	CC fees	18.41		865.68
03/29/2024	First Professional Services Corporation	CC fees	28.28		893.96
Total Bank Service Charges			893.96	0.00	893.96
TOTAL			395,711.17	7,800.12	387,911.05

Grand County Emergency Medical Services SSD

Profit & Loss

January through March 2024

	Jan - Mar 24
Ordinary Income/Expense	
Income	
1.1 · Charges for Services	
1.1.17 · Ambulance Services	
1.1.20 · Medicare contractual write off	-142,665.69
1.1.19 · Medicaid contractual write off	-79,281.43
1.1.18 · Private contracutal write off	-31,129.28
1.1.17 · Ambulance Services - Other	822,912.51
Total 1.1.17 · Ambulance Services	569,836.11
1.1.1 · Private Insurance	
1.1.14 · Contractual Write Off-Private I	-580.00
Total 1.1.1 · Private Insurance	-580.00
1.1.10 · CPR Training	2,971.88
1.1.11 · Sales Fixed Assets	20,033.00
1.1.13 · Medicare	
1.1.16 · Contactual Write Off - Medicare	90.00
Total 1.1.13 · Medicare	90.00
1.1.4 · Commercial Services	400.00
1.1.6 · Interest	3,798.55
Total 1.1 · Charges for Services	596,549.54
1.2 · Sales Tax	170,904.14
1.8 · Sale of Asset	1,570.00
Total Income	769,023.68
Expense	
2.1 · Salaries and Benefits	
2.1.1 · Salaries	291,275.61
2.1.2 · Overtime	97,459.15
2.1.4 · Benefits	102,144.09
2.1.5 · Taxes	32,990.44
2.1.6 · Event Pay	3,191.69
Total 2.1 · Salaries and Benefits	527,060.98
2.2 · Maintenance & Operations	
2.2.1 · Subscriptions & Memberships	9,382.06
2.2.10 · Insurance Billing Contract	23,384.78
2.2.11 · Professional Fees	
22.11.2 · IT Contracting	5,714.40
22.11.4 · Payroll	2,489.47
22.11.5 · Miscellaneous	
Mental Health	9,660.00
22.11.5 · Miscellaneous - Other	851.13
Total 22.11.5 · Miscellaneous	10,511.13
22.11.6 · Professional Fees Other (EM)	8,206.20
Total 2.2.11 · Professional Fees	26,921.20
2.2.12 · Permits & Licensing	2,272.00
2.2.13 · Billing Refund Requests	8,423.84
2.2.14 · Cell Phone Allowance	900.00
2.2.15 · Special Dept Supplies/Uniforms	
Employee Recognition	61.00
Uniform allowance	1,247.66
Uniforms	1,496.19
2.2.15 · Special Dept Supplies/Uniforms - Other	291.19
Total 2.2.15 · Special Dept Supplies/Uniforms	3,096.04

Grand County Emergency Medical Services SSD

06/03/24

Profit & Loss

Accrual Basis

January through March 2024

	Jan - Mar 24
2.2.16 · Medical Supplies	14,304.09
2.2.17 · Non Medical Supplies	11.97
2.2.18 · Insurance Expense	86,107.00
2.2.19 · Inventory	8,419.20
2.2.20 · Rent Expense	495.00
2.2.3 · Travel Transfers	499.42
2.2.4 · Office Supplies	1,436.29
2.2.6 · Equipment Maintenance & Supply	9,649.36
2.2.7 · Building Maintenance	6,387.25
2.2.8 · Utilities	
2.2.8.1 · Water & Sewer	188.81
2.2.8.2 · Garbage	327.00
2.2.8.3 · Power	1,777.35
2.2.8.4 · Gas	1,674.35
2.2.8.5 · Telephone & Internet	2,367.73
2.2.8 · Utilities - Other	240.00
Total 2.2.8 · Utilities	6,575.24
2.2.9 · Automobile Expense	
2.2.9.1 · Fuel	10,260.32
2.2.9.3 · Repairs & Maintenance	17,119.51
Total 2.2.9 · Automobile Expense	27,379.83
Total 2.2 · Maintenance & Operations	235,644.57
2.3 · Education	
2.3.1 · Local Training	3,606.31
2.3.2 · Local Training Meals	860.42
Total 2.3 · Education	4,466.73
2.4 · Travel Expense	
2.4.1 · CME Travel	2,661.32
2.4.2 · CME Meals	
Mental Health Meals	957.68
Total 2.4.2 · CME Meals	957.68
2.4.3 · CME Seminars	2,570.00
2.4.4 · CME Lodging	
Mental Health Lodging	3,209.00
2.4.4 · CME Lodging - Other	1,266.59
Total 2.4.4 · CME Lodging	4,475.59
Total 2.4 · Travel Expense	10,664.59
2.5 · Allowance for Uncollectible	141,179.50
3.1 · Capital Assets	
3.1.1 · Capital Buildings	11,693.23
Total 3.1 · Capital Assets	11,693.23
Total Expense	930,709.60
Net Ordinary Income	-161,685.92
Other Income/Expense	
Other Expense	
Bank Service Charges	893.96
Total Other Expense	893.96
Net Other Income	-893.96
Net Income	-162,579.88

Agenda Summary
Grand County Emergency Medical Services SSD
June 4, 2024
Agenda Item #5b

Title:	Approval of new Medical Director Agreements
Presenter:	Executive Director Andy Smith
Summary:	Please see attached briefing paper for details.
Fiscal Impacts:	Current Medical Director: \$3,000.00 New Medical Directors total: \$10,200.00 Anticipated cost of insurance: \$5,000.00 Total yearly Fiscal impact: \$12,200.00
Recommended Motion:	"I move to approve the Medical Director Agreements, and authorize the chair to sign all associated documents"
Process:	If the agreements are approved, we will move forward with the purchase of Medical Director insurance, and Dr. Flanagan and Dr. Alexander will become our Medical Directors as soon as that insurance is in place. Dr. Murdock of course is willing to stay serving as the Medical Director until we get all of this completed.
Attachments:	Briefing Paper Medical Director Agreements Org Chart



GRAND COUNTY EMERGENCY MEDICAL SERVICE SSD

Andy Smith, Executive Director

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Moab, Utah 84532

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Cell: (801) 891-2459

Email: asmith@grandcountyems.net

Briefing to: EMS SSD Board
Subject: Medical Director Change
Date: June 4th, 2024

Background:

Since 2012, Dr. Doug Murdock has served as the Medical Director for Grand County EMS (GCEMS). Following his recent retirement and health challenges, both Dr. Murdock and I concluded that finding a new Medical Director, preferably local, would be in the best interest of GCEMS.

State law mandates that each EMS agency must operate under a medical director who is responsible for:

- Developing and implementing patient care standards, including written standing orders and protocols for triage, treatment, and transport.
- Ensuring the qualification of EMS personnel through ongoing education and appropriate review.
- Developing and implementing a quality improvement program, including medical audits and patient care reviews.
- Annually reviewing and updating protocols as necessary.
- Suspending EMS personnel from patient care if they do not comply with protocols or are found to be providing care in an unsafe manner.
- Notifying the Department within one business day of any suspensions.
- Participating in local EMS Council meetings, if applicable.

New Appointments:

After extensive discussions, I am pleased to seek the appointment of Dr. Deidre Flanagan and Dr. Angie Alexander as the new Medical Directors for GCEMS.

Dr. Deidre Flanagan will serve as the primary Medical Director. She is a general surgeon at Moab Regional Hospital and the Trauma Medical Director for their trauma program. Dr. Flanagan has been an advocate for EMS even before joining Moab Regional Hospital in 2022.

Dr. Angie Alexander will serve as the associate Medical Director. She has been an ER physician at Moab Regional since 2012 and has a long-standing interest in EMS. Our staff have had positive experiences working with her in the ER, and she brings valuable expertise and enthusiasm to the role.

Both Dr. Flanagan and Dr. Alexander bring complementary skills and knowledge that will help us achieve some of our lofty future patient care goals. They will also be able to spend more time with our staff helping to teach and train.

Insurance Requirements:

As part of this transition, we need to purchase Medical Director insurance, a cost not previously incurred as it was covered by Dr. Murdock's physician group policy. The anticipated cost is \$5,000 annually.

Conclusion:

The transition to new Medical Directors has been carefully planned to ensure continuity and enhance the quality of care provided by GCEMS. Both agreements have been reviewed and approved by our insurance company and their lawyers, with necessary adjustments made.

Grand County Emergency Medical Services Special Service District

MEDICAL DIRECTOR AGREEMENT

THIS AGREEMENT made and entered into this ____ day of _____, 2024 by and between the Grand County Emergency Medical Services Special Service District (hereinafter "District"), a Utah Special Service District organized and operating pursuant to Utah Code Ann. 17D, and Deidre Flanagan, MD (hereinafter Dr. Flanagan) is based upon the following terms and conditions:

WHEREAS, the Utah Department of Public Health and Human Services require a licensed Utah physician to serve as Medical Director to authorize, direct and supervise the medical acts of EMS providers in accordance with Utah Rule R426-3-5 (11), and

WHEREAS, the District provides emergency medical response and operates an ambulance service as authorized by Utah statute, requiring a licensed Utah physician to serve as Medical Director, and

WHEREAS, Dr. Flanagan is a licensed and actively practicing Utah physician board certified in Surgery.

NOW, THEREFORE, in consideration of mutual preambles, covenants, and conditions set forth therein, the parties agree as follows:

Section 1. Service as Medical Director

Dr. Flanagan hereby agrees to serve as the primary Medical Director for the District according to the terms of this agreement, and to maintain a Off-line Medical Director Certification as listed in Utah Rule R426-5-2600.

The parties agree that Dr. Flanagan shall be an independent contractor and shall not be an employee of the District. Independent contractors are not eligible for benefits offered to employees of the District.

Section 2. Duties of the Medical Director

In cooperation with District management Dr. Flanagan shall fulfill the requirements listed in Utah Rule R426-3-7:

1. Provide oversight of the District's EMS program with a focus on optimal patient outcomes through clinical excellence.
2. Supervise the medical practice of all District EMS providers.
3. Supervise the activities of the District's state recognized EMS Education Programs.

4. Establish, sponsor and supervise the District's procedures to acquire, store, administer and track controlled substances in accordance with state and federal requirements.
5. Ensure the initial and ongoing qualifications of EMS providers through education, testing and medical director credentialing requirements.
6. Recommend and approve medical care protocols including online (direct communication) and offline (written) components.
7. Recommend and participate in a quality management program.
8. Establish criteria for review of District EMS responses and provide input on cases requiring review.
9. Approve, sponsor, and supervise scope of practice waivers as needed.
10. Attend and/or teach a minimum of two district continuing education sessions annually.
11. Maintain working relationships with the local medical community including hospitals, emergency departments, clinics, physicians, air ambulance services and other EMS organizations.
12. Interact with regional, state, and local EMS organizations to ensure the District's EMS program meets or exceeds current standards.
13. Recommend the retraining, suspension, or removal of District EMS providers due to incompetent clinical care.
14. Maintain active membership in the National Association of EMS Physicians.
15. Maintain malpractice insurance coverage inclusive of EMS medical direction responsibilities.
16. Attend meetings as required.

Section 3. Compensation

1. \$6,000 per annum payable in monthly installments of \$500.
2. Up to \$2,000 in reimbursement for travel and/or educational activities related to EMS Medical Direction per year.
3. Payment of annual membership dues for the National Association of EMS Physicians (NAEMSP).
4. The District will cover costs for necessary certification classes, DEA licensure, and required malpractice insurance.

Section 4. Term

The initial term of this agreement shall be from the date executed until May 31, 2025. This agreement shall automatically renew annually unless either party to this agreement gives 30 days written notice of intent to non-renew or renegotiate the terms of the agreement. Both parties to this agreement are encouraged to engage in ongoing performance reviews to ensure that parties are performing according to the expectations expressed in this Agreement.

IN WITNESS WHEREOF, the District and Dr. Flanagan have executed this Agreement as of the day and year first set forth above.

Deidre Flanagan, MD

Grand County Emergency Medical
Services Special Service District

Dr. Deidre Flanagan

Elizabeth Tubbs, Chair

Andrew Smith, Executive Director

Grand County Emergency Medical Services Special Service District

ASSOCIATE MEDICAL DIRECTOR AGREEMENT

THIS AGREEMENT made and entered into this ____ day of _____, 2024 by and between the Grand County Emergency Medical Services Special Service District (hereinafter "District"), a Utah Special Service District organized and operating pursuant to Utah Code Ann. 17D, and Angela Alexander, MD (hereinafter Dr. Alexander) is based upon the following terms and conditions:

WHEREAS, the Utah Department of Public Health and Human Services require a licensed Utah physician to serve as Medical Director to authorize, direct and supervise the medical acts of EMS providers in accordance with Utah Rule R426-3-5 (11), and

WHEREAS, the District provides emergency medical response and operates an ambulance service as authorized by Utah statute, requiring a licensed Utah physician to serve as Medical Director, and

WHEREAS, The District has entered into an agreement with Dr. Flanagan to serve as the Districts primary medical director.

WHEREAS, The District finds it advantageous to have an associate medical director to provide additional medical expertise and support.

WHEREAS, Dr. Alexander is a licensed and actively practicing Utah physician board certified in emergency medicine.

NOW, THEREFORE, in consideration of mutual preambles, covenants, and conditions set forth therein, the parties agree as follows:

Section 1. Service as Associate Medical Director

Dr. Alexander hereby agrees to serve as an associate Medical Director for the District according to the terms of this agreement, and to maintain a Off-line Medical Director Certification as listed in Utah Rule R426-5-2600.

The parties agree that Dr. Alexander shall be an independent contractor and shall not be an employee of the District. Independent contractors are not eligible for benefits offered to employees of the District.

Section 2. Duties of the Medical Director

In cooperation with district management and as agreed upon between Dr. Flanagan and Dr. Alexander, Dr. Alexander shall help fulfill the requirements listed in Utah Rule R426-3-7:

1. Provide oversight of the District's EMS program with a focus on optimal patient outcomes through clinical excellence.
2. Supervise the medical practice of all District EMS providers.
3. Supervise the activities of the District's state recognized EMS Education Programs.
4. Establish, sponsor and supervise this District's procedures to acquire, store, administer and track controlled substances in accordance with state and federal requirements.
5. Ensure the initial and ongoing qualifications of EMS providers through education, testing and medical director credentialing requirements.
6. Recommend and approve medical care protocols including online (direct communication) and offline (written) components.
7. Recommend and participate in a quality management program.
8. Establish criteria for review of District EMS responses and provide input on cases requiring review.
9. Approve, sponsor, and supervise scope of practice waivers as needed.
10. Attend and/or teach a minimum of two district continuing education sessions annually.
11. Maintain working relationships with the local medical community including hospitals, emergency departments, clinics, physicians, air ambulance services and other EMS organizations.
12. Interact with regional, state and local EMS organizations to ensure the District's EMS program meets or exceeds current standards.
13. Recommend the retraining, suspension, or removal of District EMS providers due to incompetent clinical care.
14. Maintain active membership in the National Association of EMS Physicians.
15. Attend meetings as required.

Section 3. Compensation

1. \$4,200 per annum payable in monthly installments of \$350.
2. Up to \$2,000 in reimbursement for travel and/or educational activities related to EMS medical direction per year.
3. Payment of annual membership dues for the National Association of EMS Physicians (NAEMSP).
4. The District will cover costs for necessary certification classes, and required

malpractice insurance.

Section 4. Term

The initial term of this agreement shall be from the date executed until May 31, 2025. This agreement shall automatically renew annually unless either party to this agreement gives 30 days written notice of intent to non-renew or renegotiate the terms of the agreement. Both parties to this agreement are encouraged to engage in ongoing performance reviews to ensure that parties are performing according to the expectations expressed in this Agreement.

IN WITNESS WHEREOF, the District and Dr. Alexander have executed this Agreement as of the day and year first set forth above.

Angela Alexander, MD

Grand County Emergency Medical
Services Special Service District

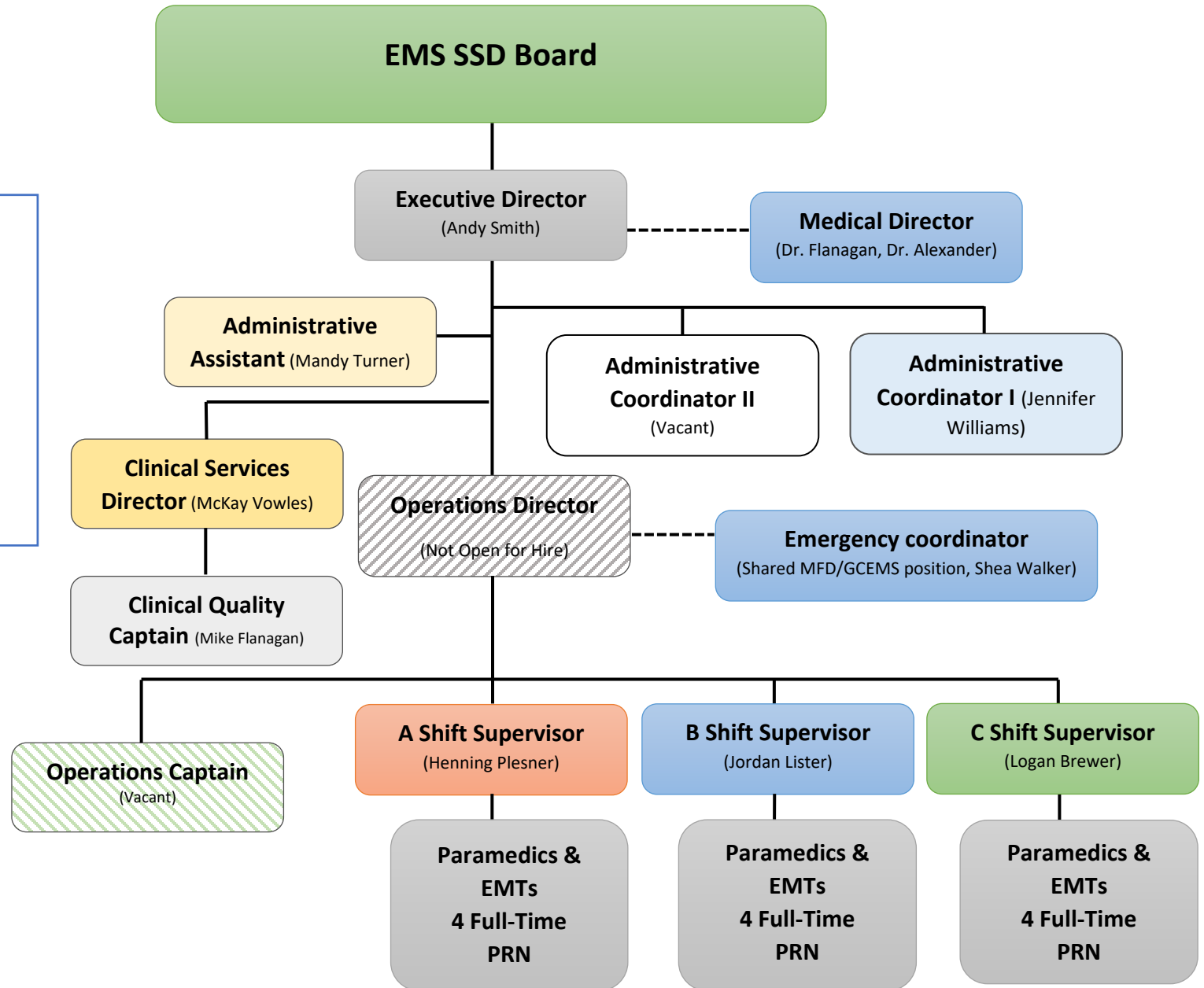
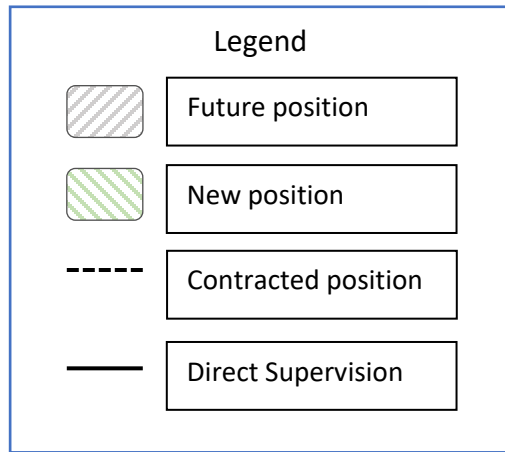
Dr. Angela Alexander

Elizabeth Tubbs, Chair

Andrew Smith, Executive Director



Grand County Emergency Medical Services Special Service District Organizational Chart (2024)



Grand County EMS SSD Closed Session Form

Date: _____

Board Members Present:

_____ Elizabeth Tubbs
_____ Jason Taylor
_____ Taryn Kay
_____ Jim Webster
_____ Evan Clapper
_____ Rani Derasary
_____ Lionel Weeks

Others Present:

_____ Michelle Mefret, Clerk
_____ Andy Smith,
Executive Director

Motion to enter Closed Session made by: _____

Seconded by: _____

Time Into Closed Session: _____

Motion to adjourn Closed Session made by: _____

Seconded by: _____

Time Out of Closed Session: _____

Purpose of Closed Recorded Session:

- _____ Collective Bargaining Issues
_____ Pending or Reasonably Imminent Litigation
_____ Purchase, Exchange, Lease or Sale of Real Property, including any form of a water right or water shares (UCA 52-4-205(1)(d) & (e))
_____ Investigative Proceedings Regarding Allegations of Criminal Misconduct
_____ Commercial Information Obtained from a Property Taxpayer (UCA 59-1-404)

Purpose of Closed Unrecorded Session (affirmation required)*

- _____ Deployment of Security Personnel, Devices or Systems (**unrecorded**)*
_____ Character, Professional Competence or Physical or Mental Health of an Individual (**unrecorded**)*

***Affirmed by Grand County EMS SSD Chair (for unrecorded session)**

*If unrecorded, Chair swears and affirms that the sole purpose for closing the meeting was to discuss one of the following: †the deployment of security personnel, devices or systems; † or the character, professional competence or physical or mental health of an individual.