

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

**March 18, 2025**  
**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. Chair Elizabeth Tubbs called the meeting to order at 9:02 a.m. In attendance were GCEMS Board Members Dr. Lionel Weeks, Taryn Peterson, Jason Taylor, Jim Webster, and Melodie McCandless. Board member Rani Derasary attended via video call. Also present were Executive Director Andy Smith, Administrative Coordinator Jennifer Williams, and Administrative Assistant Mandy Turner.
2. **Welcome Public Comment:** There was no public comment.
3. **Approval of Minutes:**  
Dr. Weeks moved to approve the minutes of the January 21, 2025, regular meeting with the described corrections. The motion was seconded by Melodie McCandless and passed unanimously, 7-0.
4. **Updates:**
  - a. **Chair Report:** Chair Elizabeth Tubbs introduced Kari McKay of the Moab Healthcare Foundation and reported that the Foundation would like to help GCEMS with funding for specific small operational items. Liz asked the organization to create a prioritized list of needs to pass along to the Healthcare Foundation for potential funding.
  - b. **Treasurer Report:** In the Treasurer Report, Jason Taylor reported the account balances as of March 18, 2025: \$106,172.92 in combined Mountain America accounts and \$136,869.30 in the PTIF savings account.
  - c. **Board Member Reports:**
    - i. Jason Taylor reported that Moab City is working on next year's budget and has several projects underway. They are continuing work on Kane Creek Boulevard and the road behind City Market. Jason spent a week in Washington, D.C., as a representative of Moab City advocating for flood mitigation funding—particularly for the replacement of the bridge on 300 South, since the incoming water primarily comes from federal land. He spoke with Representative Mike Kennedy, who expressed support of EMS and rural health care and would like to learn more about EMS funding. Jason would like to work with Andy to create a one-page informational handout to provide to Representative Kennedy when he visits Grand County.
    - ii. Melodie McCandless reported that three representatives from the County Commission recently spent time at the state capital during the legislative session. Melodie will email the board once she learns when Representative Kennedy will be visiting Moab. LIDAR mapping will take place this spring to assess flooding impact in the valley. The County received a \$150,000 grant to conduct this survey and will contribute \$50,000 in matching funds. She also mentioned two grants

available from the Economic Advisory Board. One of the grants requires a letter of intent to apply by March 24, 2025.

- d. **Administrative Staff:** No updates.
- e. **Director Report:** Andy Smith introduced Clinical Services Director McKay Vowles. McKay presented to the board his duties and responsibilities at Grand County EMS. Andy reviewed his director's report, which included updates on call volume, vehicles, staffing, education, and the Strategic Plan.  
**\*\*At 44:03, the recorder shut down due to a technical difficulty. Approximately five minutes or less was not recorded. Please refer to the director's written report for any missing information.\*\***  
Andy also reported on EMS-related bills that passed or did not pass during the 2025 Utah legislative session. He provided a financial update for GCEMS SSD and noted that GCEMS is scheduled on the County Commission's March 18, 2025 agenda to request \$350K in emergency funding. Andy would like to convene a community financial group to explore EMS funding options and implications.
- f. **Committee Reports:**
  - i. **Evaluation Committee** – Taryn reported that the evaluation committee will use the same evaluation template as last year but will also send performance questions about Andy to staff. Andy will also complete a self-evaluation. Feedback forms are due March 26, 2025. The evaluation committee will meet to review the results with Andy. At the next board meeting, the committee will present their findings and feedback. Andy will share his goals following the evaluation at that meeting.
  - ii. **Policy Committee** – Liz and Jen identified policies GCEMS needs to have in place per the Fraud Risk Assessment. All the policies were located, but it is unclear whether they have been approved by the board. The policy committee will meet to review them.
  - iii. **Executive Committee** – No updates.
  - iv. **Budget/Audit Committee** – No updates.

## 5. Discussion/Action Items:

- a. **Ratification of Payment of 4<sup>th</sup> Quarter Bills – Discussion/Action:**  
The board approved ratification of \$908,985.97 in bill payments for the period October 1 to December 31, 2024. The motion was made by Jason Taylor, seconded by Taryn Peterson, and carried unanimously.
- b. **Annual Fraud Risk Assessment – Discussion/Action:**  
Chair Liz Tubbs led the board through the State Auditor's 2024 Fraud Risk Assessment Questionnaire and noted that the board's responses will be submitted to the State Auditor. The assessment score placed the organization in the "low risk" category. The policy committee will review the status of individual policies at a later date.
- c. **Public Entity Resolution to Change Names on PTIF Account – Discussion/Action:**  
Jen Williams identified the need to update the names on the PTIF account to reflect current board and staff members. Dr. Weeks made a motion to approve the public entity resolution form, updating the authorized individuals to Jennifer Williams and Jason Taylor. Jim Webster seconded the motion, which passed unanimously.
- d. **Update to By-Laws – Discussion/Action:**  
Liz Tubbs presented suggested changes to the by-laws, including correction of a math error regarding the number of board members required, as well as a few grammatical fixes and consistency updates for titles

and the organization's name. Jim Webster moved to approve the updated by-laws for the Grand County EMS SSD. Taryn seconded, and the motion passed unanimously.

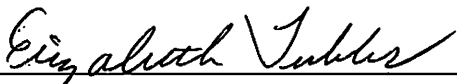
e. **Designation of Surplus Property – Discussion/Action:**

Andy described small items identified as surplus. Taryn moved to approve the attached list of items as surplus and to authorize their sale or disposal. Melodie seconded the motion, which passed 7-0.

6. **Future Considerations:**

- a. EMS Week – May 19-25, 2025

7. **Adjournment:** The meeting adjourned at 10:40 a.m.



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Grand County EMS Special Service District  
Elizabeth Tubbs, Chair



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Mandy Turner  
Clerk/Secretary