



Grand County Emergency Medical Services

Special Service District

Public Hearing and Special Board Meeting

Monday, November 17, 2025

1800 Public Hearing and Special Meeting

Location: Grand County EMS SSD

520 E. 100 N. Moab, Utah 84532

Agenda

1. Call Meeting to Order
2. Public Hearing on Proposed 2026 Budget
3. Discussion/Action Items
 - a. Approval of Resolution to Approve the 2026 Budget – Discussion/Action
 - b. Approval of SOPs: D-1, D-2, D-3, D-4, D-7, D-8, and D-9 - Discussion/Action
4. 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: _____

Agenda Summary
Grand County Emergency Medical Services SSD
November 17, 2025
Agenda Item #3a

Title:	Resolution to Approve the 2026 Budget
Presenter:	Andy Smith
Summary:	The District will need to adopt the final 2026 budget.
Fiscal Impacts:	2026 Accrual Expenses: \$5,596,388.00 Income: \$5,596,388.00
Recommended Motion:	"I move to approve resolution 2025-11-17-1, adopting the 2026 budget of the Grand County Emergency Medical Services Special Service District"
Process:	
Attachments:	Resolution 2025-11-17-1

25 Amended 26 Proposed**1.1 · Charges for Services**

	2023 Actuals	2024 Actual	2025 Budget	2025 (Oct 28th)	2025 Amended	Amd. VS. Bud.	2026 Proposed	2026 (accrual)
1.1.17 · Ambulance Services								
1.1.20 · Medicare contractual write off	-	-	-	-	-	-	-	(1,175,000.00)
1.1.19 · Medicaid contractual write off	-	-	-	-	-	-	-	(280,000.00)
1.1.18 · Private contracutal write off	-	-	-	-	-	-	-	(300,000.00)
1.1.17 · Ambulance Services - Other	861,750.49	1,325,720.40	1,695,425.00	1,098,118.64	1,330,000.00	(365,425.00)	1,450,000.00	3,950,000.00
Total 1.1.17 · Ambulance Services	861,750.49	1,325,720.40	1,695,425.00	1,098,118.64	1,330,000.00	(365,425.00)	1,450,000.00	2,195,000.00
1.1.1 · Private Insurance								
1.1.14 Contractual Write Off-Private	-	-	-	-	-	-	-	-
1.1.1 Private Insurance Other	324,072.19	24,130.65	-	3,839.97	3,840.00	3,840.00	-	-
Total 1.1.1 Private Insurance	324,072.19	24,130.65	-	3,839.97	3,840.00	3,840.00	-	-
1.1.10 · CPR Training	9,190.19	22,272.88	20,000.00	20,538.51	23,000.00	3,000.00	20,000.00	20,000.00
1.1.11 · Sales Fixed Assets	-	21,603.00	20,000.00	14,815.25	14,815.25	(5,184.75)	20,000.00	20,000.00
1.1.12 · Insurance Claim Pay	-	-	-	2,037.50	2,037.50	2,037.50	-	-
1.1.3 · Collections	-	38,404.32	60,000.00	45,109.02	55,000.00	(5,000.00)	60,000.00	60,000.00
1.1.4 · Commercial Services	122,066.62	164,605.03	150,000.00	237,501.28	255,000.00	105,000.00	200,000.00	200,000.00
1.1.5 · Expense Reimbursement	-	-	-	-	-	-	-	-
1.1.6 · Interest	21,704.63	11,733.07	15,000.00	11,899.87	15,000.00	-	15,000.00	15,000.00
1.1.7 Miscellaneous	35,279.21	-	-	-	-	-	-	-
1.1.8 · Donations	10,088.00	17,802.55	10,000.00	3,100.00	25,000.00	15,000.00	10,000.00	10,000.00
1.1.9 · EMT Training	7,728.42	5,784.72	-	10,657.90	10,657.90	10,657.90	10,000.00	10,000.00
Charges for service other	-	-	-	-	-	-	-	-
Total 1.1 · Charges for Services	1,442,085.24	1,632,056.62	1,970,425.00	1,447,617.94	1,734,350.65	(236,074.35)	1,785,000.00	2,530,000.00
1.2 · Sales Tax	1,321,998.55	1,379,957.32	1,639,760.00	1,216,555.90	1,465,000.00	(174,760.00)	2,788,156.00	2,788,151.00
1.3 · PILT / ML Contribution	174,372.00	178,237.00	178,237.00	183,361.00	183,361.00	5,124.00	178,237.00	178,237.00
1.4 · Grants								
1.4.1 · State EMS Grant	72,221.00	209,174.00	100,000.00	55,547.00	55,547.00	(44,453.00)	100,000.00	100,000.00
1.4.2 · AFG Grant	-	-	-	-	-	-	-	-
1.4.3 · Other Grant	111,167.00	-	-	8,500.00	8,500.00	8,500.00	-	-
Total 1.4 · Grants	183,388.00	209,174.00	100,000.00	64,047.00	64,047.00	(35,953.00)	100,000.00	100,000.00
1.5 · Transient Room Tax	-	-	-	-	-	-	-	-
1.6 · Contribution from Fund Balance	-	-	-	-	-	-	-	-
1.7 · Contribution from Other Entities	-	155,000.00	-	465,087.15	465,087.00	465,087.00	-	-
1.8 · Sale of Assets	-	-	-	-	-	-	-	-
Total Income	3,121,843.79	3,554,424.94	3,888,422.00	3,376,668.99	3,911,845.65	23,423.65	4,851,393.00	5,596,388.00

25 Ammended 26 Proposed**2.1 · Salaries and Benefits**

	2024 Actuals	2025 Budget	25 YTD (OCT 28)	2025 Amended	Amd. VS. Bud.	2026 Proposed	2026 (accrual)
2.1.1 · Salaries	1,337,377.65	1,445,000.00	1,176,253.89	1,400,000.00	45,000.00	1,445,000.00	1,445,000.00
2.1.1.1 Salaries Fire	24,154.00	20,000.00	22,359.50	22,360.00	(2,360.00)	20,000.00	20,000.00
2.1.2 · Overtime	449,081.33	487,000.00	355,073.98	430,000.00	57,000.00	471,000.00	471,000.00
2.1.2.1 Fire Overtime	48,063.76	30,000.00	49,078.50	49,079.00	(19,079.00)	30,000.00	30,000.00
2.1.4 · Benefits	508,867.11	600,000.00	453,504.59	535,000.00	65,000.00	657,000.00	657,000.00
2.1.5 · Taxes	153,389.91	182,421.00	132,745.98	165,000.00	17,421.00	196,300.00	196,300.00
2.1.6 · Event Pay	30,455.11	20,000.00	28,802.68	31,000.00	(11,000.00)	20,000.00	20,000.00
2.1 Salaries and Benefits-Other	-	-	-	-	-	-	-
Total 2.1 · Salaries and Benefits	2,551,388.87	2,784,421.00	2,217,819.12	2,632,439.00	151,982.00	2,839,300.00	2,839,300.00

2.2 · Maintenance & Operations

2.2.1 · Subscriptions & Memberships	35,570.47	27,280.00	14,322.75	27,280.00	-	27,850.00	27,850.00
2.2.10 · Insurance Billing Contract	108,806.40	120,000.00	112,144.42	127,000.00	(7,000.00)	126,000.00	126,000.00
2.2.12 · Permits & Licensing	1,125.00	3,000.00	-	1,500.00	1,500.00	3,000.00	3,000.00
2.2.13 · Billing Refund Requests	36,223.92	22,500.00	15,873.86	22,500.00	-	22,500.00	22,500.00
2.2.14 · Cell Phone Allowance	4,000.00	5,400.00	4,500.00	5,450.00	(50.00)	6,000.00	6,000.00
2.2.15 · Special Dept Supplies/Uniforms	36,736.07	30,737.00	5,514.10	15,000.00	15,737.00	32,625.00	32,625.00
2.2.16 · Medical Supplies	72,049.67	65,000.00	46,876.05	60,000.00	5,000.00	68,250.00	68,250.00
2.2.17 · Non Medical Supplies	1,478.26	2,500.00	711.38	1,500.00	1,000.00	2,500.00	2,500.00
2.2.18 · Insurance Expense	81,810.45	96,900.00	101,338.63	101,339.00	(4,439.00)	108,400.00	108,400.00
2.2.19 · Inventory	55,308.08	26,000.00	2,074.79	15,000.00	11,000.00	46,500.00	46,500.00
2.2.2 · Public Notices	114.00	1,000.00	-	350.00	650.00	1,000.00	1,000.00
2.2.20 Rent Expense	1,320.00	-	-	-	-	-	-
2.2.3 · Travel Transfers	2,925.41	5,500.00	2,284.25	3,500.00	2,000.00	5,500.00	5,500.00
2.2.4 · Office Supplies	3,480.99	3,500.00	2,825.49	3,000.00	500.00	3,500.00	3,500.00
2.2.5 · Return Check Fees	-	100.00	-	-	100.00	100.00	100.00
2.2.6 · Equipment Maintenance & Supply	20,223.60	15,500.00	6,548.27	10,000.00	5,500.00	16,500.00	16,500.00
2.2.7 · Building Maintenance	18,715.41	10,500.00	15,938.66	17,500.00	(7,000.00)	21,500.00	21,500.00
2.2.8 · Utilities							
2.2.8.1 · Water & Sewer	813.25	1,000.00	795.97	1,000.00	0.00	1,050.00	1,050.00
2.2.8.2 Garbage	1,271.00	1,500.00	1,327.44	1,600.00	-100.00	1,575.00	1,575.00
2.2.8.3 · Power	12,104.35	11,090.00	9,117.56	12,250.00	-1,160.00	11,644.00	11,644.00
2.2.8.4 · Gas	2,952.93	5,200.00	1,579.07	3,200.00	2,000.00	5,460.00	5,460.00
2.2.8.5 · Telephone & Internet	9,696.13	11,600.00	6,964.70	9,000.00	2,600.00	12,500.00	12,500.00
2.2.8 · Utilities - Other	960.00	840.00	1,046.40	1,047.00	-207.00	882.00	882.00
Total 2.2.8 · Utilities	27,797.66	31,230.00		28,097.00	3,133.00	33,111.00	33,111.00

25 Ammended 26 Proposed

	2024 Actuals	2025 Budget	25 YTD (OCT 28)	2025 Amended	Amd. VS. Bud.	2026 Proposed	2026 (accrual)
2.2.9 · Automobile Expense							
2.2.9.1 · Fuel	46,130.35	50,000.00	40,604.15	52,000.00	(2,000.00)	50,000.00	50,000.00
2.2.9.2 · Licensing	210.00	254.00	180.00	180.00	74.00	254.00	254.00
2.2.9.3 · Repairs & Maintenance	52,105.15	37,400.00	55,399.33	70,000.00	(32,600.00)	31,861.00	31,861.00
2.2.9 · Automobile Expense - Other	98,445.50	-	-	-	-	-	-
Total 2.2.9 · Automobile Expense	196,891.00	87,654.00	96,183.48	122,180.00	(34,526.00)	82,115.00	82,115.00
2.2.11 · Professional Fees							
22.11.1 · Accounting	-	-	-	-	-	-	-
22.11.2 · IT Contracting	28,447.40	38,000.00	27,645.60	34,000.00	4,000.00	39,900.00	39,900.00
22.11.3 · Legal	-	4,000.00	-	-	4,000.00	4,000.00	4,000.00
22.11.4 · Payroll	8,986.14	10,000.00	7,472.99	10,000.00	-	10,000.00	10,000.00
22.11.5 · Miscellaneous	38,657.56	49,000.00	22,718.25	26,000.00	23,000.00	44,500.00	44,500.00
22.11.6 Professional Fees Other	32,824.80	-	-	-	-	66,000.00	66,000.00
Total 2.2.11 · Professional Fees	108,915.90	101,000.00	57,836.84	70,000.00	31,000.00	164,400.00	164,400.00
2.2 · Maintenance & Operations - Other	-	-	-	-	-	-	-
Total 2.2 · Maintenance & Operations	813,492.29	655,301.00	484,972.97	631,196.00	24,105.00	771,351.00	771,351.00
2.3 · Education							
2.3.1 · Local Training	21,949.20	21,500.00	7,224.40	11,000.00	10,500.00	62,000.00	62,000.00
2.3.2 · Local Training Meals	2,201.63	5,000.00	1,400.00	2,500.00	2,500.00	5,000.00	5,000.00
2.3.3 · Local Training Lodging	-	2,200.00	-	-	2,200.00	2,200.00	2,200.00
2.3 · Education - Other	8,750.00	6,000.00	-	-	6,000.00	6,000.00	6,000.00
Total 2.3 · Education	32,900.83	34,700.00	8,624.40	13,500.00	21,200.00	75,200.00	75,200.00
2.4 · Travel Expense							
2.4.1 · CME Travel	5,100.48	6,000.00	638.00	1,250.00	4,750.00	6,000.00	6,000.00
2.4.2 · CME Meals	5,570.84	4,000.00	1,067.00	1,400.00	2,600.00	4,000.00	4,000.00
2.4.3 · CME Seminars	3,270.00	8,500.00	1,375.00	1,500.00	7,000.00	12,500.00	12,500.00
2.4.4 · CME Lodging	13,485.78	8,000.00	6,063.19	8,000.00	-	7,800.00	7,800.00
2.4 · Travel Expense - Other	-	-	-	-	-	-	-
Total 2.4 · Travel Expense	27,427.10	26,500.00	9,143.19	12,150.00	14,350.00	30,300.00	30,300.00
2.5 Allowance for Uncollectible	Not calculated when doing cash basis budgeting						745,000.00
3.1 · Capital Assets							
3.1.1 · Capital Buildings	52,771.23	118,000.00	-	118,000.00	-	153,000.00	153,000.00

25 Ammended 26 Proposed	2024 Actuals	2025 Budget	25 YTD (OCT 28)	2025 Amended	Amd. VS. Bud.	2026 Proposed	2026 (accrual)
3.1.2 · Capital Equipment	254,050.53	-		-	-	145,000.00	145,000.00
3.1.3 · Debt Service							
3.1.3.1 · Principal	-	252,000.00	235,727.82	246,000.00	6,000.00	258,737.00	258,737.00
3.1.3.2 · Interest Expense	-	12,500.00	11,864.43	11,865.00	635.00	12,500.00	12,500.00
3.1.3 · Debit Services - Other	-	-	-	-	-	-	-
Total 3.1.3 · Debt Services	-	264,500.00	247,592.25	257,865.00	6,635.00	271,237.00	271,237.00
3.1 Capital Assets - Other	-	-					
Total 3.1 Capital Assets	306,821.76	382,500.00	247,592.25	375,865.00	6,635.00	569,237.00	569,237.00
Other Expenses							
Bank Service Charges	6,226.19	5,000.00	5,187.67	6,300.00	(1,300.00)	5,000.00	5,000.00
Interest Expense	-	-		-	-	-	-
Contribution to Fund Balance	-	-		-	-	275,000.00	275,000.00
Contribution to Capital Fund	-	-		-	-	286,000.00	286,000.00
Total Expenses	3,738,257.04	3,888,422.00	2,973,339.60	3,671,450.00	216,972.00	4,851,388.00	5,596,388.00

**Grand County Emergency Medical Services Special Service District
Resolution 2025-11-17-1**

Resolution for the Adoption of the 2026 Budget

WHEREAS, the Board of the Grand County Emergency Medical Services Special Service District (the “District”) has determined to adopt the District’s 2026 Budget as stated in this Resolution; and

WHEREAS, all legal requirements applicable to the proposed Budget have been satisfied.

NOW, THEREFORE, be it resolved by the Board of the Grand County Emergency Medical Services Special Service District as follows:

1. That the District’s 2026 Budget be adopted as may be stated in Exhibit “A” attached to this Resolution, which is incorporated herein by reference.
2. That the District’s 2026 Budget shall be effective regardless of whether it is attached to this Resolution.
3. That this Resolution, of the District’s 2026 Budget, shall take effect immediately upon its passage.

Passed by the Board of the Grand County Emergency Medical Services Special Service District this 17th day of November, 2025.

Aye: _____

Nay: _____

Absent: _____

Elizabeth Tubbs, Chair

ATTEST:

Amanda Turner, Clerk

Agenda Summary
Grand County Emergency Medical Services SSD
November 17, 2025
Agenda Item #3b

Title:	Approval of SOPs
Presenter:	Chair and Policy Committee Member, Liz Tubbs
Summary:	The following are policies that the Utah State Auditor require the board of director's ensure that Grand County EMS SSD have in place to reduce the risk of fraud and abuse in the agency.
Fiscal Impacts:	\$0
Recommended Motion:	"I move to approve the updated SOPs as presented"
Process:	
Attachments:	SOPs D-1, D-2, D-3, D-7, D-8