

Grand County Emergency Medical Services Special Service District

520 East 100 North

Moab, Utah

May 19, 2026

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 Rani Derasary, Jason Taylor, Jim Webster, Cassidy Davis, and Melodie McCandless. Dr. Lionel Weeks was excused. Also present were Executive Director Andy Smith, Administrative Coordinator Jennifer Williams, and Administrative Assistant and Clerk Mandy Turner.
2. **Welcome Public Comment:** Chair Tubbs opened the floor for public comment; none was offered.
3. **Approval of Minutes:**
 - a. Jim Webster moved to approve the minutes of the March 17, 2026. Melodie McCandless seconded the motion. The motion carried unanimously (6-0).
4. **Updates:**
 - a. **Chair Report:** none
 - b. **Treasurer Report:** Treasurer Jason Taylor reported the account balances as of March 17, 2026: \$44,427.12 in combined Mountain America accounts and \$446,723.99 in the PTIF savings account.
 - c. **Board Member Reports:**
 - i. none
 - d. **Administrative Staff:**
 - i. Mandy Turner reported that all staff, except for two employees, have signed the annual Conflict of Interest Disclosure and Ethical Pledge forms.
 - ii. Jennifer Williams reported that the new auditors would like to present to the board in July.
 - e. **Director Report:**

Andy Smith reviewed call volume, interfacility transports, vehicles, wildland fire and REMS Team readiness, and staffing. He covered recent promotions, including the Clinical Services Division Chief, C-Shift Captain, REMS Team Coordinator, and Vehicle Coordinator positions.

Andy reviewed successes in the Clinical Services Division, including the completion of the winter EMT course with Utah State University and progress on the blood program, which is scheduled to launch on July 1, 2026. GCEMS will begin carrying packed red blood cells (PRBCs) and plasma at that time. Andy also recognized staff members who are currently enrolled in or preparing to begin paramedic school.

Andy reviewed financials through the lens of ambulance billing and sales tax revenue and highlighted current trends. He also discussed major upcoming purchases, including a new server and the replacement of the transfer ambulance.

Robin Reibold discussed staff turnover data within the department. He reported a turnover rate of 10%, which is lower than the national average of 25%. He noted that, as a small department, GCEMS feels each departure more acutely than larger organizations.

f. Committee Reports:

- i. **Evaluation Committee** – The Evaluation Committee will take the Board into closed session later in the meeting to discuss the Executive Director's evaluation. Jim Webster expressed interest in filling the vacancy left by Taryn Peterson on the committee.
- ii. **Policy Committee** – Would like to schedule a meeting.
- iii. **Executive Committee** - No report.
- iv. **Budget/Audit Committee** – Would like to meet in August to begin the budget process. The committee will need a new member to fill the vacancy left by Taryn Peterson.

5. Discussion/Action Items:

a. 2026 Mid-year 2.5% COLA Proposal – Discussion/Action:

Andy presented a proposal to provide staff with a 2.5% cost-of-living adjustment (COLA). Discussion regarding finances and government versus private-sector pay adjustments ensued. Rani Derasary made a motion to approve the 2026 mid-year COLA adjustment for EMS as presented. Jim Webster seconded the motion. The motion passed 5-1, with Melodie McCandless casting the dissenting vote.

b. Pay Scale Adjustment for Administrative Assistant Position – Discussion/Action:

Andy Smith presented a proposal to increase the starting pay rate for the pay scale for the Administrative Assistant position due to increased duties and responsibilities. Melodie McCandless made a motion to approve the pay scale adjustment for the Administrative Assistant position as presented. Rani Derasary seconded the motion. The motion passed unanimously (6-0).

c. Approval of Updated Naming Conventions for Department – Discussion/Action:

Andy Smith presented new public safety-aligned titles for the department. He explained that feedback had been received regarding inconsistencies between nonprofit titles and public safety titles, such as using "Executive Director" while simultaneously using titles such as "Captain." He presented a table of the updated titles. Melodie McCandless made a motion to approve the updated naming conventions for Grand County EMS as presented. Jason Taylor seconded the motion. The motion passed unanimously (6-0).

6. Future Considerations:

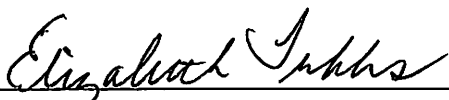
EMS Week is May 17 through 23. The Employee Appreciation BBQ will be held on Wednesday, May 20. Board members are encouraged to bring side dishes for the crews.

7. Closed Meeting:

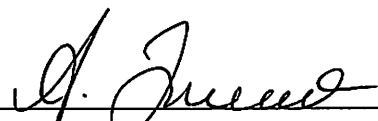
- a. Melodie McCandless made a motion to enter closed session to discuss the character, professional competence, or physical health of an individual. Jim Webster seconded the motion. The motion passed unanimously (6-0), and the Board entered closed session at 10:26 a.m.
- b. The Board reconvened in open session at 11:08 a.m.

Jason Taylor moved to approve the Executive Director's 2025 evaluation as prepared; Melodie McCandless seconded. The motion passed unanimously.

8. Adjournment: The meeting adjourned at 11:14 a.m.

A handwritten signature in cursive script, reading "Elizabeth Tubbs".

Grand County EMS Special Service District
Elizabeth Tubbs, Chair

A handwritten signature in cursive script, reading "M. Turner".

Mandy Turner
Clerk/Secretary