

UTE PASS REGIONAL HEALTH SERVICE DISTRICT

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BOARD OF DIRECTORS MEETING — MINUTES

Thursday, June 18, 2026 | 1:00 p.m. – 3:00 p.m.

1017 US-24 #2138, Woodland Park, CO 80863

1:00 p.m. Call to Order

The regular meeting of the Board of Directors of the Ute Pass Regional Health Service District was called to order by the President.

1:01 p.m. Roll Call

Declaration of Quorum

Roll was called and a quorum of the Board was established and declared present. All directors were present: Director Gentzel, Director Rosado, Director Gautreaux, Director Erickson, and Director Bickford.

Disclosures

Director Bickford: Husband works for the District

Director Gentzel: Son works for the District

1:05 p.m. Pledge of Allegiance

The Board recited the Pledge of Allegiance.

1:06 p.m. Approval of Minutes

The minutes of the prior meeting, distributed by Chief Dienst earlier in the week, were reviewed by the Board. Upon motion duly made: Director Bickford and seconded: Director Erickson, the minutes were approved unanimously.

1:10 p.m. Public / Guest Comment Period

None

1:20 p.m. Financials & Collections / Write-Offs

Kelly presented the May financial statements to the Board. Cash increased significantly, driven largely by property tax remittances. Accounts receivable decreased as a result of a decline in transports. Patient revenue and transports billed both decreased notably from April to May; this decline was expected due to the seasonal slowdown of the summer months and was not viewed as cause for concern.

Kelly reported on ongoing efforts to improve collection rates and to address billing issues with the assistance of the RCM (Revenue Cycle Management) team. The Board was assured that, despite recent organizational changes, the District continues to perform well relative to industry standards.

First Quarter Budget Performance

Kelly reported that the organization was approximately \$1.1 million over budget, at \$1.5 million total, while remaining under budget on most expense line items with the exception of patient transports and net transports. Kelly advised against formally amending the budget mid-year, noting that a formal amendment would trigger additional state requirements, and recommended instead relying on

management-based forecasts without formal resolutions. It was also noted that the District was tracking approximately 25% under budget in certain areas.

Finance Team Transition

The Board was introduced to new team member Austin, based in the Denver area, who will be taking over financial responsibilities from Kelly.

Collections Write-Offs

None

1:50 p.m. Board Member Reports

President's Report — Director Gentzel

Reported on attending a workshop for special districts attorneys and discussed a governor's executive order regarding healthy foods that may affect the district's spending.

Policy Committee — Directors Gentzel / Rosado

The Committee proposed a work session to review the PTO policy with the full Board via Zoom. Arrangements were made to set up the session.

Chief's Search Committee — Directors Bickford / Erickson

The Chief Search Committee reported that eleven (11) applications had been received. The Committee planned to meet immediately following the Board meeting to review the applications and intends to consult with legal counsel regarding the proper procedures for filling a CEO-level position.

Director's Workshop — Director Gautreaux

The Board held an extended discussion on board development, expectations, and training requirements. It was noted that while directors carry fiduciary responsibilities — including budget oversight, vision development, and maintenance of the service plan — there are currently no formal training requirements or documented expectations for directors. Reference was made to Title 32, which outlines the duties and functions of the government, and to the Special District Association (SDA), which provides educational resources for board members.

The Board observed that the absence of documented onboarding materials creates challenges for new directors, who join without clear guidelines. Concerns were raised about low voter participation in board elections, noting that the last contested election occurred approximately fifteen years ago, and about the need to better communicate the Board's role and responsibilities to the public.

Discussion turned to developing a concise job description to clarify director roles and responsibilities, as the current SDA/SBA materials were considered too detailed to be readily digestible. It was noted that boards typically evolve from being fiduciary and operational in small organizations to being visionary and fiduciary as they grow, and that the Board should avoid handling operational tasks. The Board discussed implementing performance assessments for directors — including feedback from the deputies and the Chief — and considered whether new directors require pre-hospital experience or whether community members with diverse backgrounds could serve effectively.

On recruitment, it was noted that volunteer board positions typically require a minimal time commitment and that finding willing volunteers — particularly younger candidates — can be difficult. The Board agreed on the value of creating a clear, short document (approximately one page, and no more than two to three

pages) outlining the time commitment and expectations to aid in recruiting and onboarding new members, while avoiding overly burdensome requirements. The Board also discussed engaging an administrative/record-keeping resource to handle meeting minutes and recordings (addressed further under New Business).

2:20 p.m. Administrative Reports

Chief Executive Officer

Directors reviewed, no questions

Deputy Chief

Reviewed, no questions

Mobile Integrated Health

Directors Reviewed, no questions – Will see how 1069 impacts financials, no report on the bill from the SDA.

Chief Administrative Officer

Board reviewed, Ms. Fox reported that Dorathy will still be involved in accounting, but Austin is the lead.

2:45 p.m. Old Business

1. Board Meeting Time and Date

The Board discussed changing its regular meeting time to 6:00 p.m. on the third Thursday of each month, with the December meeting date to be determined based on state requirements. Director Gentzel explained that a formal resolution is not required for the time change; only 24 hours' notice is required.

MOTION: To change the regular Board meeting time to 6:00 p.m. The motion by Director Gentzel, second by Director Erickson, motion was approved, with all directors voting in favor. The new meeting time will be posted on the District website beginning with the July meeting.

2:50 p.m. New Business

Administrative / Record-Keeping Position

The Board discussed hiring an administrative and record-keeping resource to handle board meeting minutes and other administrative tasks. Director Gentzel moved that the Board develop this admin position, second by Director Bickford, the Board agreed to develop a job description for a part-time contract position structured so as not to interfere with emergency medical services shifts.

Rural Health Transformation Program (RHTP) Update

The Board received an update on the RHTP application. The program would require serving rural communities across Teller County and potentially acting as fiscal agent for other areas, with total funding requested between \$4 million and \$6 million annually for five years.

Other Matters

None

3:08 p.m. Adjournment

There being no further business, the meeting was adjourned.

Respectfully submitted,

/s/ Miranda Bickford

Miranda Bickford, Secretary

/s/ John Gentzel

John Gentzel, President

