



Record of Proceedings

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE UTE PASS REGIONAL HEALTH SERVICE DISTRICT

Held: Thursday, October 16, 2025 at 1300 Hrs at 1017-B E US Hwy 24, Woodland Park, CO

The regular meeting of the Board of Directors (BOD) of the Ute Pass Regional Health Service District (UPRHSD) was called and held in accordance with Colorado State statute.

The following Directors attended:

Attendance	John Gentzel Chris Erickson Gillis Gautreaux Miranda Bickford Administration: Chief Tim Dienst, Chief Administrative Officer (CAO) Kara Fox, Administrative Assistant (AA) Mariah Hoffman; Leadership: Paramedic Advanced Care Team (PACT) Director James McLaughlin, Captain Chad Bauer, Captain Janee' Karle
Quorum	Yes
Call to Order	Director Erickson noted that a quorum was present and called the regular meeting of the Board of Directors for Ute Pass Regional Health Service District at 1300 Hrs.
Pledge of Allegiance	Yes
Disclosures	None
Minutes	The Meeting Minutes from the October 10, 2025 special meeting were reviewed and amended to reflect that Director Gentzel had requested six copies of Korn Ferry's hiring materials be purchased, with the final BOD request being for the purchase of one copy. Motion by Director Gentzel to approve the minutes, 2 nd by Director Gautreaux, and unanimously approved.
Public Comment/Guest	None
Financials	Jason Johnson with JFS Consulting presented the August 2025 and preliminary September 2025 financials. See Report. Items of note for August are as follows: There was a \$250,000 increase in receivables compared to July due to a grant from Signal Health, with both the July and August payments received at the same time. Salaries and wages increased because of double pay for the holiday and the payout of the second half of the year's employee wellness funds. Ambulance expenses rose primarily due to the purchase of several sets of new tires and licensing fees. There was also an increase in sales tax and property tax revenue. Items of note for September are as follows: Patient revenue is projected to increase, pending submission of finalized reports from Quad Billing. Salaries and wages were lower due to 197 fewer hours worked in September compared to August. Station maintenance costs increased due to repairs and Critter Control. Motion by Director Gautreaux to approve the financials for August 2025, 2 nd by Director Erickson, and unanimously approved.
CEO Report	No written report provided. Verbal report is as follows: Lisa Keenan has been engaged to support grant-related efforts, including research, writing, application, and management. She has already applied for the Office of Electronic Health Information (OEHI) grant for just under one million dollars, which will benefit both the PACT and EMS divisions in the realms of equipment, crew safety, and communications. The service agreement with Stryker has been signed for cot maintenance. The process of transitioning to a single medical director has been initiated. Dr. Keenan will assume oversight of the PACT division, and Dr. Dewall has been notified. Legal review of the termination agreement is complete, with implementation set to begin in November. The BOD will issue a letter of appreciation to Dr. Dewall recognizing his contributions, which will be drafted by PACT Director McLaughlin. Following a patient inquiry, nine instances of inappropriate/incorrect balance billing were identified. This problem has been corrected by Captivate Billing, with \$2,205.69 to be refunded to these patients. The Joint Budget Committee, General Assembly, and Governor's Office UPRHSD for their annual site visit during the week of October 27 or November 10, and BOD, leadership, and staff participation will be requested. Chief Dienst will be out of town next week, attending and speaking at an EMS conference, for which he received permission to attend from the president of the BOD. All leadership has been notified, and Captain Bauer will serve as "in charge," though Chief Dienst will remain available by call, text, and email. The Medic 12 remount has been ordered and is pending delivery. Chief Dienst announced his intention to step down as CEO of UPRHSD sometime in 2026. He expressed his commitment to serving as CEO until a suitable replacement is found, noting that the role requires a

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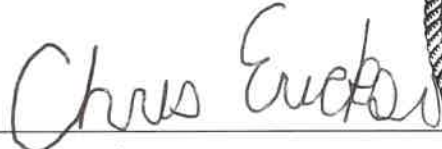
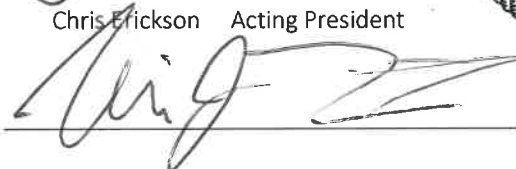
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passionate and visionary leader. He also expressed his excitement to continue the work on organizational realignment, and emphasized the importance of a smooth leadership transition, including promptly hiring a Deputy Chief and refining job descriptions in collaboration with SafeTech Solutions (STS). He encouraged the process to proceed carefully rather than be rushed, stating that he is comfortable remaining in his role to ensure the right person is selected and to collaborate with the new hire and support a smooth transition. Chief Dienst expressed pride in handing over an agency that was originally failing when he arrived, noting that it has grown into a “wild and amazing” service that is now strong and financially sound. Board members expressed gratitude to Tim for his 25 years of service to UPRHSD, his leadership, and commitment to supporting the transition process. Discussions included the importance of a thoughtful selection process for the next chief, with consideration of interim candidates. CAO Fox confirmed that CEO hiring will be incorporated into Phase 3 of the STS assessment, which has been budgeted for.

- Captains Report See Report. As an additional note, as of this morning, one of the full-time community paramedics submitted their resignation effective immediately.
- PACT Report See Report. Director McLaughlin added that the previously mentioned OEHI grant is also going to aid in the purchase of sixty AEDs that will be deployed in the community for an advanced, innovative project known as “Four Minute Communities.” This is an initiative aimed at improving the response to cardiac arrest emergencies by empowering communities, particularly rural communities.
- Chief Admin Report: See Report. The HR company, CPS HR, pushed this week’s meeting to next week. CAO Fox reminded the BOD to send availability for a session with UPRHSD’s IT department, which is not mandatory, but was originally requested by the BOD. Following additional discussion about the appropriate use of technology and equipment, Director McLaughlin expressed that he would provide iPads for the BOD to utilize for UPRHSD-related matters by next month’s meeting.
- Old Business - None
- New Business - CAO Fox reported that the legal team recommended that the BOD make a motion to establish a Policy Review Committee. The policies and procedures have been under review for several months, with a lot of time and work having already been put into them. By having a committee, it will help reduce redundancy and aid in finalizing the policies and procedures, ideally by the start of the new year. The committee would consist of two BOD members and any others the BOD deems fitting, and would meet outside of regularly scheduled BOD meetings. Both Director Gautreaux and Director Gentzel volunteered to be apart of the committee, to also include Chief Dienst and CAO Fox. **Motion** by Director Gautreaux to establish a Policy Review Committee, 2nd by Director Erickson, and unanimously approved.
 -CAO Fox reported that, similar to the Policy Review Committee, the legal team also recommended that the BOD motion to establish a Finance Committee, which would also encompass the duties of budget preparation. Director Bickford, as Secretary/Treasurer, will be part of this committee along with Chief Dienst and CAO Fox. Director Erickson also volunteered. **Motion** by Director Gentzel to establish a Finance Committee, 2nd by Director Bickford, and unanimously approved.
 - The deadline to appoint a new Board member to fill the vacant position is the end of October. One application was received, and the candidate Jocelyn Rosado came highly recommended by Director Gentzel. All Board members confirmed they had reviewed and considered the application. **Motion** by Director Gentzel moved to appoint Jocelyn Rosado to the UPRHSD Board of Directors, 2nd by Director Erickson, and unanimously approved. Acting President Erickson then signed the Notice of Appointment, which CAO Fox will forward to the legal team for approval.

Adjourned 1420 Hrs


Chris Erickson Acting President




Date: 11/20/25

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Miranda Bickford Secretary/Treasurer

