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**Gilpin Ambulance Authority
Notice of Board Budget Workshop
Wednesday, September 25, 2024 at 09:00 A.M.
Gilpin County Court House Commissioners Chambers**



**Gilpin Ambulance Authority
Notice of Meeting and Agenda**

**Wednesday, September 25, 2024, immediately following the Budget Workshop
Gilpin County Court House Commissioners Chambers**

- 1. Call to Order**
- 2. Roll Call**
- 3. Additions / Amendments to the Agenda**
- 4. Conflicts of Interest**
- 5. Consideration of Minutes: August 21, 2024**
- 6. Financial Report**
 - a. Balance Sheet August 2024
 - b. Profit & Loss Statement: Budget to Actual (08/01/2024 – 08/31/2024)
 - c. List of Bills (08/01/2024 – 08/31/2024)
 - d. Billing Summary (through August 2024)
 - e. Accounts Receivable (through August 2024)
- 7. Chief's Report**
- 8. Activity Summary**
- 9. Old Business**
 - a. Staffing Update
 - b. Out-of-District Calls
 - c. Station Electrical Work
 - d. 119 Construction
 - e. Salary & Benefits Survey Update
 - f. 2024 Audit RFP Update
 - g. 2025 Budget Discussion
 - i. Pay Scale
 - ii. PTO and Benefits Adjustments
- 10. New Business**
 - a. Staffing changes
 - b. Contracted services
- 11. Executive Session** – Pursuant to §24-6-402(4)(f), C.R.S., for discussion of a personnel matter involving the creation of a Deputy Chief position.
- 12. Action Items**
 - a. Possible action regarding the creation of a Deputy Chief position
- 13. Public Comment**
- 14. Move the next meeting/budget hearing to October 16, 2024.**
- 15. Adjourn**



**GILPIN AMBULANCE AUTHORITY
REGULAR MEETING MINUTES
Wednesday, August 21, 2024 at 09:00 A.M.
Gilpin County Courthouse Commissioners Chambers**

1. **Call to Order** – The Board of Director’s meeting was called to order at 09:00 A.M. on August 21, 2024 the Gilpin County Commissioners Chambers by President Buddy Schmalz

2. **Roll Call**

Directors Buddy Schmalz, Lynnette Hailey, Ray Rears, Chris Woolley, Marcia Enloe, and Black Hawk Alternate Michelle Moriarty were among the board members present.

Chief Cody Carroll, Captain Bobby Putnam, and Administrative Officer (AO) Erin Gibbs were also in attendance.

3. **Additions / Amendments to the Agenda**

Director Woolley added 119 construction to New Business and out-of-district responses to Old Business.

4. **Conflicts of Interest**

None stated

5. **Consideration of Minutes: July 10, 2024**

Director Hailey requested a change to consideration of bills to “to the August meeting” instead of “for the August meeting. Director Hailey also requested clarification of the minutes related to the audit and that when Directors make suggestions, their names be associated with the suggestion in the minutes.

Director Hailey moved to approve the minutes as amended. The motion was seconded by Director Woolley.

The minutes were unanimously approved.

6. **Financial Reports**

Director Woolley raised a question about the Balance Sheet, specifically the section on accrued PTO, inventory assets, and total assets. Director Woolley asked why the numbers had remained the same since July. AO Gibbs replied that the numbers do not change until the end of the year, to which Director Woolley replied that they had changed the month before. AO Gibbs replied that in the past, the organization has only budgeted for PTO at the end of the year, so the number stays the same. AO Gibbs insisted that the number does not change throughout the year and only changes with the audit. Director Rears added that if the balance sheet is a monthly report, the number should change with the balance. AO Gibbs will update the balance sheet to reflect monthly balances in



the future. AO Gibbs reported that inventory assets are only updated on a yearly basis because inventory is not tracked. Director Woolley said that the balance sheet needs to be changed to reflect actual inventory. AO Gibbs reported that once OpIQ is implemented, we will be able to track inventory. Chief Carroll reported that with the OpIQ implementation, reporting will reflect the actual inventory of disposable and durable medical supplies.

Director Woolley raised a question about whether or not GAA received the EMTS grant and whether it was reflected in the Profit & Loss (P&L) statement. Chief Carroll reported that we have not yet received some of the reimbursement for the grant. AO Gibbs reported that some of the reimbursements have been submitted but not yet received.

Chief Carroll then reviewed the P&L Statement. The breakdown was reported as follows:

Property maintenance: installed base station radio at Medic 1 station due to missed calls, pest control, new mattresses purchased, filing cabinets, desk, shelving for training coverage.

Director Hailey asked about admin training, and Chief Carroll reported that there would be no further costs in that category, but AO Gibbs reported that there was one other cost for the financial symposium in October. Director Rears asked for clarification.

AO Gibbs reported that discretionary is meetings, employee training, employee meals. Director Hailey directed that we keep an eye on discretionary.

Chief Carroll reported that manager development was depleted by the ESO conference and that there would be no more costs this year in that category.

Chief Carroll reported that the communications item was depleted because of the purchase of a truck radio for one of the reserve ambulances and the installation of a station audio system. Director Hailey asked if there would be any further costs in that category. Chief Carroll reported there would not.

Chief Carroll reported that crew quarters supplies were depleted by bulk purchases of cleaning supplies.

The disposable medical supplies item is above expected due to purchasing a large amount of supplies to implement OpIQ and become compliant with state regulations. Also had a lot of glucagon expire, which is very expensive.

Office supplies were depleted primarily by credit card processing fees introduced by payors. Director Hailey asked if we are trying to reduce the number of credit card transactions. AO Gibbs is working with the payors to switch them over to other payors. Director Woolley asked if we are permitted to attach the fee to the bill. AO Gibbs was unsure. Director Rears suggested that we table the issue until the fee schedule



discussion. We will obtain further data on recouping those costs. AO Gibbs said that insurance companies will not pay an additional line item for credit card fees.

Property leases, payments have been made through August, so there should not be any overage.

Liability insurance amounts were increased earlier this year which is why that is over expected. We only have one more payment which will put us 19% over for the year.

Public Education and PR was depleted by costs for that fair. There should be no more costs for this year. AO Gibbs reported that some of the cost for LifeALerts is covered by the grant for those items.

Safety gear was depleted by auto sock and tire chain replacements from the snow storm. No further expenses anticipated.

Service contracts and equipment leases, cardiac monitors were placed in this category mistakenly, so the balance for the previous month was incorrect. Should stay in budget for the line item. Still have some payments for ESO and Stericycle. Projected to be underbudget by ~\$6000.

Technology, hardware, software, had to buy new computers for the Captains, computer monitors, printer, and Office365 subscriptions. No other anticipated costs.

Cell phones, TV, and Internet, increased due to ringcentral numbers for Captains.

Training, includes \$7200 reimbursement for critical care training. No further anticipated costs. Also sent Captain Harrison to Infection Control Training to be compliant with Federal requirements

Uniforms increased due to a lot of new hires. Should still be within budget at end of year.

Utilities, Medic 1 gas and power, under budget.

Vehicle expenses are higher due to increase in insurance premiums because vehicles are not insured for their replacement cost, not actual value. Policy also added for the UTV. Projected to be 36% over for the year.

List of Bills: three sets, one for July. Director Woolley asked for confirmation that the Captains all have credit cards so there should be no more reimbursements.

Director Hailey moved to approve the list of bills. The motion was seconded by Director Woolley

The list of bills was unanimously approved.



7. Chief's Report

Chief Carroll listed the fee schedule adjustments in the report. AO Gibbs reported that we have seen an increase in revenue since the increase. Also increased due to Medicaid paying more halfway through 2022. Director Rears asked for the net increase with the fee schedule change. We will work on a more comprehensive report. Chief Carroll met with Paradigm about the sexually-oriented businesses. The county has designated GAA as the authorizing agency for other ambulance services coming into the county.

8. Activity Summary

Breakdown added of all out-of-district responses. Clear Creek County should be adding a third ambulance to decrease the need for standbys from GAA. Will look into an out-of-district fee for calls that occur outside of the GAA service area, specifically in Boulder County. Director Hailey requested a comparison of our standbys to Clear Creek EMS standbys. Director Woolley suggested that we look into the responsibility of a Title 32 special district related to EMS response. The Board has asked that Chief Carroll work with legal counsel to find a mechanism for reimbursement for calls run in Boulder County.

9. Old Business

- a. **Staffing Update** – down to one open paramedic position. Director Schmalz made the point that we are in a position now where we are getting more applicants than we have positions due to the positive changes in the organization.
- b. **Timberline Lease** – The lease amount increased by 5%. Director Hailey has no issue with the. Director Rears asked about an adjustment schedule for the lease and also added that the county's lease on the Apex building would be adjusted as well. Director Hailey confirmed the presence of the appropriations clause in the lease. Director Woolley suggested that the county payments be made quarterly like the Timberline payments.

Director Hailey moved to approve the Timberline Lease. Director Rears seconded the motion.

The Timberline lease was approved unanimously.

- c. **Travel Policy** – Chief Carroll requested clarification on Director Hailey's request to add board approval for travel. Director Hailey clarified that the board would approve travel for the Chief but that the Chief can approve travel for employees.
- d. **Out-of-District Calls** – No further discussion on out-of district calls since it was discussed during the activity summary.
- e. **Station Feasibility Study** – Chief Carroll reported that after talking to developers, he has been told that doing a feasibility study is difficult without a piece of property and budget in mind. Chief Carroll asked for direction on setting a possible budget for a facility and possibly looking into property. Director Rears asked if there was an



issue with the location of the Apex facility's location. Chief Carroll said he would change things about the facility but that the location is adequate. Director Hailey recommended looking into the cost of renovating the Apex station to fit our needs. Director Rears concurred.

10. New Business

- a. **Electrical work to be done at Apex** – When the fire alarm system was updated, a fire inspection was done, and the building failed due to multiple issues with the electrical engineering in the building. The breakers also blow a lot due to the circuits being inadequate for the ambulances. An estimate has been obtained for making the work compliant, and Chief Carroll asked for direction on how to pay for the work. Director Hailey moved that GAA pay for the electrical work. The motion was seconded by Director Rears. The motion to approve GAA paying for the electrical upgrades to the Apex building was approved unanimously.
- b. **Salary & Benefits Survey** – Chief Carroll has developed a survey to go out to all EMS directors in the state to gather data on salary and benefits for EMS agencies.
- c. **Pay Scale** – Chief Carroll has cut the pay scale down to 8 steps. The scale accounts for an annual raise based on the employee evaluation. The 8-step scale will be sent out before the next meeting.
- d. **119 Construction** – Chief Carroll has been working with Chief Woolley on the response through the construction zone for the sewer line. Chief Carroll and Chief Woolley met with dispatch to finalize a procedure for navigating the zone. This will be a continually evolving project as the construction zone moves.
- e. **First Draft 2025 Budget** – Chief Carroll recommended a longer meeting in September to review the budget. Director Hailey expressed concern about the 13% increase in payroll. Directors will review the budget before the next meeting. The September meeting will include a workshop before the meeting. Director Rears made the point that any adjustment to salaries or expenses must come with a comparable increase in revenue.

11. Public Comment

- a. None

12. Board Member Comments

- a. None

13. **Next Meeting** – September 25 @ 09:00 A.M.

14. **Adjourn** – The meeting was adjourned at 10:45 A.M.

Ray Rears, Secretary/Treasurer

Cody Carroll, Recorder

5:44 PM

09/23/24

Accrual Basis

Gilpin Ambulance Authority
Balance Sheet
As of September 23, 2024

	Sep 23, 24
ASSETS	
Current Assets	
Checking/Savings	
BOK Operating Account	522,182.19
BOK EFT account	113,126.63
BOK HRA Account Restricted	34,070.49
BOK Supply Account	1,469.66
Total Checking/Savings	670,848.97
Accounts Receivable	
Accounts Receivable	
Allowance for Doubtful Accounts	-489,165.82
Accounts Receivable - Other	698,808.32
Total Accounts Receivable	209,642.50
Total Accounts Receivable	209,642.50
Other Current Assets	
Prepaid Expenses	
Capital	73,905.00
Prepaid Expenses - Other	-73,905.00
Total Prepaid Expenses	0.00
Inventory Asset	13,115.02
Total Other Current Assets	13,115.02
Total Current Assets	893,606.49
Fixed Assets	
Accumulated Depreciation	-1,050,607.00
Vehicles and Equipment	1,647,231.78
Total Fixed Assets	596,624.78
TOTAL ASSETS	1,490,231.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-1,145.63
Total Accounts Payable	-1,145.63

5:44 PM

09/23/24

Accrual Basis

Gilpin Ambulance Authority
Balance Sheet
As of September 23, 2024

	Sep 23, 24
Credit Cards	
Ramp Credit Card	-2,169.81
Credit Card at Elan Financial	95.95
Total Credit Cards	-2,073.86
Other Current Liabilities	
Accrued PTO	34,715.55
HRA liability	34,070.49
Total Other Current Liabilities	68,786.04
Total Current Liabilities	65,566.55
Total Liabilities	65,566.55
Equity	
Investment in Fixed Assets	596,625.66
Retained Earnings	286.95
Net Income	827,752.11
Total Equity	1,424,664.72
TOTAL LIABILITIES & EQUITY	1,490,231.27

Gilpin Ambulance Authority
Profit & Loss Budget vs. Actual
January through August 2024

	<u>Jan - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
Beginning Funds Available	716,457.99	441,895.15	274,562.84	162.13%
Contributions				
IGA Black Hawk	294,912.96	442,369.43	-147,456.47	66.67%
IGA Central City	100,684.16	151,026.26	-50,342.10	66.67%
IGA Gilpin County	415,717.76	623,576.60	-207,858.84	66.67%
Total Contributions	811,314.88	1,216,972.29	-405,657.41	66.67%
Call Revenue				
Income Patient and Insurance	386,889.22	400,000.00	-13,110.78	96.72%
Medicare-derived payments	103,268.40	140,000.00	-36,731.60	73.76%
Collections-derived payments	11,029.62	40,000.00	-28,970.38	27.57%
Total Call Revenue	501,187.24	580,000.00	-78,812.76	86.41%
Grant Revenue				
DOLA Grant Revenue				
DOLA operating	891,641.00	890,000.00	1,641.00	100.18%
Total DOLA Grant Revenue	891,641.00	890,000.00	1,641.00	100.18%
Colorado EMTS Grants		243,662.42	-243,662.42	
Other grant revenue	5,000.00			
Grant Revenue - Other	76,076.59			
Total Grant Revenue	972,717.59	1,133,662.42	-160,944.83	85.8%
Other Revenue				
Other Revenue	855.15			
Total Other Revenue	855.15			
Total Income	3,002,532.85	3,372,529.86	-369,997.01	89.03%
Gross Profit	3,002,532.85	3,372,529.86	-369,997.01	89.03%
Expense				
Uncategorized Expenses	186,437.93			
Capital Expenditures				
Ambulance purchase	73,905.00	250,790.00	-176,885.00	29.47%
Capital (misc)	289,861.80	287,139.85	2,721.95	100.95%
Total Capital Expenditures	363,766.80	537,929.85	-174,163.05	67.62%
Administration				
Reimbursable Expenses	1,800.00			
Accounting	2,139.63	10,000.00	-7,860.37	21.4%
Legal	3,542.50	20,000.00	-16,457.50	17.71%
Other				
Admin Training	4,667.07	5,000.00	-332.93	93.34%
Discretionary	3,955.24	5,000.00	-1,044.76	79.11%
licensing/memberships	3,580.00	6,500.00	-2,920.00	55.08%
Manager Development	5,007.15	5,000.00	7.15	100.14%
Professional Services	3,820.25			
Total Other	21,029.71	21,500.00	-470.29	97.81%

Gilpin Ambulance Authority
Profit & Loss Budget vs. Actual
January through August 2024

	Jan - Aug 24	Budget	\$ Over Budget	% of Budget
Total Administration	28,511.84	51,500.00	-22,988.16	55.36%
Operations and Maintenance				
Property Maintenance	13,029.96	20,000.00	-6,970.04	65.15%
Communications R&M	4,644.14	5,000.00	-355.86	92.88%
Crew Quarters supplies	6,677.53	12,000.00	-5,322.47	55.65%
Disposable Medical Supplies	41,269.21	40,000.00	1,269.21	103.17%
Durable Medical Equipment	1,586.71	6,000.00	-4,413.29	26.45%
Office Supplies/Postage/Fees				
Postage	39.62			
Credit Card fees	2,481.76			
Office Supplies/Postage/Fees - Other	2,658.34	5,000.00	-2,341.66	53.17%
Total Office Supplies/Postage/Fees	5,179.72	5,000.00	179.72	103.59%
Property Lease	53,008.47	71,000.00	-17,991.53	74.66%
Property Liability Insurance	23,533.95	24,000.00	-466.05	98.06%
Public Education/PR	2,217.14	2,000.00	217.14	110.86%
Safety Gear	2,132.50	3,000.00	-867.50	71.08%
Service Contracts/Equip Lease	44,505.30	73,000.00	-28,494.70	60.97%
Technology/Hardware/Software	10,337.42	10,000.00	337.42	103.37%
Telephone/TV/Internet	10,590.72	17,000.00	-6,409.28	62.3%
Training	27,241.83	21,000.00	6,241.83	129.72%
Uniforms	10,220.82	15,000.00	-4,779.18	68.14%
Utilities	3,642.29	8,000.00	-4,357.71	45.53%
Vehicle expense				
Fuel	17,869.79	35,000.00	-17,130.21	51.06%
Insurance	13,276.05	13,000.00	276.05	102.12%
Maintenance	32,440.88	50,000.00	-17,559.12	64.88%
Tires	3,785.61	8,000.00	-4,214.39	47.32%
Total Vehicle expense	67,372.33	106,000.00	-38,627.67	63.56%
Total Operations and Maintenance	327,190.04	438,000.00	-110,809.96	74.7%
Personnel Expense				
Salaries				
Salaries Admin	121,034.60	200,000.00	-78,965.40	60.52%
Salaries Regular	825,908.32	1,400,000.00	-574,091.68	58.99%
PTO	32,432.05	70,000.00	-37,567.95	46.33%
Holiday stipends	3,350.00	10,000.00	-6,650.00	33.5%
Total Salaries	982,724.97	1,680,000.00	-697,275.03	58.5%
Employee Benefits and Payroll				
457(b) Admin Fess	990.09	3,500.00	-2,509.91	28.29%
457(b) employee contribution	-1,888.09			
457(b) employer match	23,075.93	56,000.00	-32,924.07	41.21%
Benefits HRA	15,994.38	27,600.00	-11,605.62	57.95%
Benefits Life AD& D STD LTD	6,746.29	18,000.00	-11,253.71	37.48%

Gilpin Ambulance Authority

Profit & Loss Budget vs. Actual

January through August 2024

	Jan - Aug 24	Budget	\$ Over Budget	% of Budget
Employee Wellness	273.00	1,000.00	-727.00	27.3%
Health Insurance				
Other	1,398.40			
Medical Ins	122,616.24			
Dental Ins	78.56			
Vision Ins	129.98			
Health Insurance - Other		250,000.00	-250,000.00	
Total Health Insurance	124,223.18	250,000.00	-125,776.82	49.69%
Payroll Service Fees	4,196.28	7,000.00	-2,803.72	59.95%
Payroll & Unemployment Taxes	86,489.80	144,000.00	-57,510.20	60.06%
Worker's Comp	36,641.00	58,000.00	-21,359.00	63.17%
Total Employee Benefits and Payroll	296,741.86	565,100.00	-268,358.14	52.51%
Total Personnel Expense	1,279,466.83	2,245,100.00	-965,633.17	56.99%
Total Expense	2,185,373.44	3,272,529.85	-1,087,156.41	66.78%
Net Income	817,159.41	100,000.01	717,159.40	817.16%

Bills August 2024			
Name	Date	Amount	Memo
Hulu	08/01/2024	-19.59	HULU
Amazon Business	08/01/2024	-2,238.66	Station Supplies, Operational Supplies, Office Supplies
July Business Services	08/01/2024	-120.00	Retirement Benefits Management
ATT	08/05/2024	-764.15	Phones
Returned Item	08/05/2024	-216.50	DEPOSITED ITEM RTN
Centurylink	08/06/2024	-111.95	Phone
ADP	08/09/2024	-200.97	Payroll Services
Eldorado Artesian	08/13/2024	-39.50	Water
Eldorado Artesian	08/13/2024	-370.45	Water
BOK	08/14/2024	-25.00	Bank Fees
DirecTV	08/14/2024	-168.99	TV / Internet
ADP Wage Pay	08/15/2024	-45,002.05	Payroll
CEBT	08/15/2024	-21,118.16	Health, Dental, Life, Vision Insurance
ADP Tax	08/15/2024	-17,514.65	Income Tax
Pinnacol Assurance	08/15/2024	-5,235.00	Worker's Comp
Ramp	08/16/2024	-9,565.79	Credit Card
Salaries	08/16/2024	-453.24	Payroll
ADP	08/16/2024	-86.25	Income Tax
AFLAC	08/19/2024	-358.80	Insurance
July	08/20/2024	-628.27	Retirement Benefits Management
Bound Tree Medical, LLC	08/21/2024	-2,993.79	Medical Supplies
City of Black Hawk - Maintenance	08/21/2024	-4,996.09	Vehicle Maintenance and Repairs
Collins Cole Flynn Winn & Ulmer, PLLC	08/21/2024	-919.00	Legal Services
CPS HR Consulting	08/21/2024	-956.25	Gilpin Ambulance Authority
Galls	08/21/2024	-657.19	Uniforms
Gilpin County Community Center	08/21/2024	-25.00	Household #15053
Harmony Design, LLC	08/21/2024	-150.00	Website
Sharp Ambulance Billing	08/21/2024	-2,817.72	Medical Billing
Great Plains Communications	08/21/2024	-432.58	TV / Internet
Cardmember Services	08/22/2024	-196.94	CARDMEMBER SERV WEB PYMT
GilpinCounty	08/23/2024	-4,166.67	Rent
Timberline Fire Protection District	08/23/2024	-1,723.16	Rent
ADP	08/23/2024	-341.15	Payroll
Omnis Network, LLC	08/26/2024	-13.12	Web Hosting
Matrix Trust Company	08/26/2024	-5,178.78	457b Contributions
Matrix Trust Company	08/26/2024	-5,178.78	457b Contributions
United Power	08/27/2024	-191.57	Electricity
Netflix	08/28/2024	-15.49	NETFLIX.COM

LogRX	08/29/2024	-2,160.00	Controlled Substance Tracking (Annual)
ZOHO-ZOHO	08/29/2024	-30.00	ZOHO-FORMS
ADP Wage Pay	08/29/2024	-48,167.20	Payroll
ADP Tax	08/29/2024	-19,899.67	Income Tax
		-205,448.12	

Accounts Receivable Summary

			Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	TOTAL
		Patient Pay	15,359.10	7,513.42	11,449.51	7,131.57	12,083.17	5,999.73	11,416.34	11,217.55	82,170.39
		Collections	665.07	1,606.05	1,243.34	513.52	2,035.43	1,289.45	2,581.36	1,095.40	11,029.62
		Insurance Providers									
		Auto Ins									
		Progressive	2,029.72	0.00	0.00	0.00	0.00	0.00	526.40	0.00	2,556.12
		Travelers	0.00	0.00	0.00	0.00	0.00	0.00	1,570.44	1,384.82	2,955.26
		Total Auto Ins	2,029.72	0.00	0.00	0.00	0.00	0.00	2,096.84	1,384.82	5,511.38
		Commercial Ins									
		Misc Ins	7,715.67	7,377.98	0.00	3,162.28	3,375.46	0.00	139.60	3,255.82	25,026.81
		Aetna	867.51	0.00	0.00	833.66	1,035.62	0.00	797.90	788.96	4,323.65
		BCBS	5,147.05	5,642.40	4,542.94	6,512.98	5,735.17	2,967.49	467.67	2,938.12	33,953.82
		Cigna	1,152.23	5,652.09	3,929.79	1,469.05	6,723.57	2,729.92	10,409.56	2,326.65	34,392.86
		Kaiser	2,404.00	2,080.35	10,940.75	6,118.78	11,259.37	2,295.42	7,909.39	9,756.58	52,764.64
		Tricare	149.73	1,076.80	161.19	0.00	320.95	0.00	159.94	0.00	1,868.61
		UMR	2,071.93	0.00	0.00	0.00	4,675.32	1,146.69	3,000.69	2,061.80	12,956.43
		United Health Care	1,733.64	2,347.29	8,078.92	4,502.68	7,902.15	8,342.97	7,787.44	5,506.13	46,201.22
		VA	0.00	0.00	0.00	0.00	2,523.12	2,250.40	8,624.90	2,636.98	16,035.40
		Total Commercial Ins	21,241.76	24,176.91	27,653.59	22,599.43	43,550.73	19,732.89	39,297.09	29,271.04	227,523.44
		Medicaid									
		Denver Health	2,217.08	2,134.27	0.00	0.00	1,813.91	0.00	0.00	1,844.07	8,009.33
		Medicaid CO	2,849.61	10,876.12	1,131.50	9,823.30	13,402.29	6,509.72	4,990.09	9,587.35	59,169.98
		Total Medicaid	5,066.69	13,010.39	1,131.50	9,823.30	15,216.20	6,509.72	4,990.09	11,431.42	67,179.31
		Medicare									
		Aetna - Medicare HMO	781.82	937.38	0.00	1,037.98	849.45	1,820.70	0.00	394.32	5,821.65
		BCBS - Medicare HMO	0.00	0.00	0.00	0.00	0.00	0.00	359.41	0.00	359.41
		Misc Medicare HMO	0.00	0.00	0.00	1,054.29	0.00	0.00	459.35	0.00	1,513.64
		Humana - Medicare	1,034.86	608.78	0.00	2,435.59	1,788.31	639.57	646.58	931.34	8,085.03
		Kaiser - Medicare	4,741.17	2,846.17	1,825.90	0.00	6,094.95	1,177.92	3,543.48	1,409.90	21,639.49
		Medicare Part B	3,619.21	4,420.35	4,148.72	3,216.78	8,700.38	7,283.64	4,779.14	5,826.21	41,994.43
		United Health Care - Medicare	3,527.62	2,705.43	1,414.42	0.00	5,798.99	3,257.48	3,718.59	4,168.99	24,591.52
		Total Medicare	13,704.68	11,518.11	7,389.04	7,744.64	23,232.08	14,179.31	13,506.55	12,730.76	104,005.17
		Worker's Comp									
		Pinnacol Work Comp	0.00	0.00	0.00	0.00	0.00	1,550.80	1,332.56	0.00	2,883.36
		Total Worker's Comp	0.00	0.00	0.00	0.00	0.00	1,550.80	1,332.56	0.00	2,883.36
		Total Insurance Providers	42,042.85	48,705.41	36,174.13	40,167.37	81,999.01	41,972.72	61,223.13	54,818.04	407,102.66
TOTAL			58,067.02	57,824.88	48,866.98	47,812.46	96,117.61	49,261.90	75,220.83	67,130.99	500,302.67



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Black Hawk, CO 80422

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Chief's Report

Date: September 25, 2024

Report by: Cody Carroll

- Staffing changes
- Reviewed, revised, rebuilt 2025 Budget with contract accountant
- Worked with Captain Putnam on the revision and optimization of administrative tasks and procedures
- Began migration to Quickbooks online
- Built forms website and multiple forms for employees, partner agencies, and public

Activity Summary

Incidents by County (2024)

Scene County	Incidents
Boulder	28
Clear Creek	48
Gilpin	1,346
Jefferson	4

Incidents by County (August 2024)

Scene County	Incidents
Boulder	5
Clear Creek	4
Gilpin	163
Jefferson	1

Incidents by Run Type (2024)

Run Type	Incidents
Administrative Operations	10
Emergency Response (Mutual Aid)	24
Emergency Response (Primary Response Area)	1,337
Law Enforcement Assist	22
Public Assistance/Other Not Listed	10
Standby	22
Support Services	8
TOTAL	1,428

Incidents by Run Type (August 2024)

Run Type	Incidents
Administrative Operations	2
Emergency Response (Mutual Aid)	3
Emergency Response (Primary Response Area)	160
Law Enforcement Assist	3
Public Assistance/Other Not Listed	5
Standby	0
TOTAL	173

Mutual Aid Received (August 2024)

Agency	Standbys	Calls
Clear Creek EMS	3	1

Step Year	0	1		
Grade		C	B	A
EMT				
Annual	\$ 49,523.20	\$ 49,520.64	\$ 50,756.16	\$ 52,020.80
Hourly (2080)	\$ 14.88	\$ 14.88	\$ 15.25	\$ 15.63
Overtime (832)	\$ 22.32	\$ 22.32	\$ 22.88	\$ 23.45
Advanced EMT (AEMT)				
Annual	\$ 55,817.10	\$ 55,814.72	\$ 57,212.48	\$ 58,610.24
Hourly (2080)	\$ 16.77	\$ 16.77	\$ 17.19	\$ 17.61
Overtime (832)	\$ 25.16	\$ 25.16	\$ 25.79	\$ 26.42
Paramedic				
Annual	\$ 68,484.24	\$ 68,490.24	\$ 70,191.68	\$ 71,922.24
Hourly (2080)	\$ 20.58	\$ 20.58	\$ 21.09	\$ 21.61
Overtime (832)	\$ 30.87	\$ 30.87	\$ 31.64	\$ 32.42
Field Training Officer				
Annual	\$ 77,181.74	\$ 77,180.48	\$ 79,110.72	\$ 81,040.96
Hourly (2080)	\$ 23.19	\$ 23.19	\$ 23.77	\$ 24.35
Overtime (832)	\$ 34.79	\$ 34.79	\$ 35.66	\$ 36.53
Captain				
Annual	\$ 90,842.90	\$ 90,854.40	\$ 93,117.44	\$ 95,380.48
Hourly (2080)	\$ 27.30	\$ 27.30	\$ 27.98	\$ 28.66
Overtime (832)	\$ 40.94	\$ 40.95	\$ 41.97	\$ 42.99

Position	2024 Hourly		Promotion	Market
EMT	\$ 14.49			
AEMT	\$ 16.89		10.00%	
Paramedic	\$ 19.29		20.00%	
FTO	\$ 21.22		10.00%	
Captain	\$ 22.37		15.00%	

2			3		
C	B	A	C	B	A
\$ 50,756.16	\$ 52,020.80	\$ 53,285.44	\$ 52,020.80	\$ 53,314.56	\$ 54,616.64
\$ 15.25	\$ 15.63	\$ 16.01	\$ 15.63	\$ 16.02	\$ 16.41
\$ 22.88	\$ 23.45	\$ 24.02	\$ 23.45	\$ 24.03	\$ 24.62
\$ 57,212.48	\$ 58,639.36	\$ 60,074.56	\$ 58,639.36	\$ 60,103.68	\$ 61,568.00
\$ 17.19	\$ 17.62	\$ 18.05	\$ 17.62	\$ 18.06	\$ 18.50
\$ 25.79	\$ 26.43	\$ 27.08	\$ 26.43	\$ 27.09	\$ 27.75
\$ 70,191.68	\$ 71,951.36	\$ 73,681.92	\$ 71,951.36	\$ 73,748.48	\$ 75,545.60
\$ 21.09	\$ 21.62	\$ 22.14	\$ 21.62	\$ 22.16	\$ 22.70
\$ 31.64	\$ 32.43	\$ 33.21	\$ 32.43	\$ 33.24	\$ 34.05
\$ 79,110.72	\$ 81,070.08	\$ 83,066.88	\$ 81,070.08	\$ 83,104.32	\$ 85,130.24
\$ 23.77	\$ 24.36	\$ 24.96	\$ 24.36	\$ 24.97	\$ 25.58
\$ 35.66	\$ 36.54	\$ 37.44	\$ 36.54	\$ 37.46	\$ 38.37
\$ 93,117.44	\$ 95,447.04	\$ 97,776.64	\$ 95,447.04	\$ 97,843.20	\$ 100,210.24
\$ 27.98	\$ 28.68	\$ 29.38	\$ 28.68	\$ 29.40	\$ 30.11
\$ 41.97	\$ 43.02	\$ 44.07	\$ 43.02	\$ 44.10	\$ 45.17

Degrees	% Raise	Multiple		Inflation	COLA
A	5.00%	1.050		0.00%	2.70%
B	2.50%	1.025			
C	0.00%	1.000			

4			5		
C	B	A	C	B	A
\$ 53,314.56	\$ 54,645.76	\$ 55,976.96	\$ 54,645.76	\$ 56,014.40	\$ 57,374.72
\$ 16.02	\$ 16.42	\$ 16.82	\$ 16.42	\$ 16.83	\$ 17.24
\$ 24.03	\$ 24.63	\$ 25.23	\$ 24.63	\$ 25.25	\$ 25.86
\$ 60,103.68	\$ 61,605.44	\$ 63,098.88	\$ 61,605.44	\$ 63,136.32	\$ 64,696.32
\$ 18.06	\$ 18.51	\$ 18.96	\$ 18.51	\$ 18.97	\$ 19.44
\$ 27.09	\$ 27.77	\$ 28.44	\$ 27.77	\$ 28.46	\$ 29.16
\$ 73,748.48	\$ 75,583.04	\$ 77,446.72	\$ 75,583.04	\$ 77,475.84	\$ 79,376.96
\$ 22.16	\$ 22.71	\$ 23.27	\$ 22.71	\$ 23.28	\$ 23.85
\$ 33.24	\$ 34.07	\$ 34.91	\$ 34.07	\$ 34.92	\$ 35.78
\$ 83,104.32	\$ 85,167.68	\$ 87,260.16	\$ 85,167.68	\$ 87,297.60	\$ 89,427.52
\$ 24.97	\$ 25.59	\$ 26.22	\$ 25.59	\$ 26.23	\$ 26.87
\$ 37.46	\$ 38.39	\$ 39.33	\$ 38.39	\$ 39.35	\$ 40.31
\$ 97,843.20	\$ 100,305.92	\$ 102,739.52	\$ 100,305.92	\$ 102,806.08	\$ 105,335.36
\$ 29.40	\$ 30.14	\$ 30.87	\$ 30.14	\$ 30.89	\$ 31.65
\$ 44.10	\$ 45.21	\$ 46.31	\$ 45.21	\$ 46.34	\$ 47.48

2025 Base Hourly	
\$	14.88
\$	16.77
\$	20.58
\$	23.19
\$	27.30

6			7		
C	B	A	C	B	A
\$ 56,014.40	\$ 57,412.16	\$ 58,809.92	\$ 57,412.16	\$ 58,839.04	\$ 60,274.24
\$ 16.83	\$ 17.25	\$ 17.67	\$ 17.25	\$ 17.68	\$ 18.11
\$ 25.25	\$ 25.88	\$ 26.51	\$ 25.88	\$ 26.52	\$ 27.17
\$ 63,136.32	\$ 64,696.32	\$ 66,293.76	\$ 64,696.32	\$ 66,331.20	\$ 67,928.64
\$ 18.97	\$ 19.44	\$ 19.92	\$ 19.44	\$ 19.93	\$ 20.41
\$ 28.46	\$ 29.16	\$ 29.88	\$ 29.16	\$ 29.90	\$ 30.62
\$ 77,475.84	\$ 79,406.08	\$ 81,336.32	\$ 79,406.08	\$ 81,402.88	\$ 83,370.56
\$ 23.28	\$ 23.86	\$ 24.44	\$ 23.86	\$ 24.46	\$ 25.05
\$ 34.92	\$ 35.79	\$ 36.66	\$ 35.79	\$ 36.69	\$ 37.58
\$ 87,297.60	\$ 89,494.08	\$ 91,653.12	\$ 89,494.08	\$ 91,719.68	\$ 93,953.60
\$ 26.23	\$ 26.89	\$ 27.54	\$ 26.89	\$ 27.56	\$ 28.23
\$ 39.35	\$ 40.34	\$ 41.31	\$ 40.34	\$ 41.34	\$ 42.35
\$ 102,806.08	\$ 105,364.48	\$ 107,931.20	\$ 105,364.48	\$ 107,997.76	\$ 110,622.72
\$ 30.89	\$ 31.66	\$ 32.43	\$ 31.66	\$ 32.45	\$ 33.24
\$ 46.34	\$ 47.49	\$ 48.65	\$ 47.49	\$ 48.68	\$ 49.86

8		
C	B	A
\$ 58,839.04	\$ 60,303.36	\$ 61,767.68
\$ 17.68	\$ 18.12	\$ 18.56
\$ 26.52	\$ 27.18	\$ 27.84
\$ 66,331.20	\$ 67,995.20	\$ 69,659.20
\$ 19.93	\$ 20.43	\$ 20.93
\$ 29.90	\$ 30.65	\$ 31.40
\$ 81,402.88	\$ 83,437.12	\$ 85,463.04
\$ 24.46	\$ 25.07	\$ 25.68
\$ 36.69	\$ 37.61	\$ 38.52
\$ 91,719.68	\$ 94,020.16	\$ 96,312.32
\$ 27.56	\$ 28.25	\$ 28.94
\$ 41.34	\$ 42.38	\$ 43.41
\$ 107,997.76	\$ 110,689.28	\$ 113,389.12
\$ 32.45	\$ 33.26	\$ 34.07
\$ 48.68	\$ 49.89	\$ 51.11

Step	1	2	3
Deputy Chief			
Annual	\$ 104,469.34	\$ 107,603.42	\$ 110,831.52

Position	Base Salary	Market	Inflation
Deputy Chief	\$ 104,469.34		0.00%

4	5	6	7	8
\$ 114,156.46	\$ 117,581.16	\$ 121,108.59	\$ 124,741.85	\$ 128,484.10

COLA	Adjusted Base
0.00%	\$ 104,469.34

9	10
\$ 132,338.63	\$ 136,308.79

Step Increase	Percentage
Deputy Chief	3.00%

Gilpin Ambulance Authority
2023 Projected 2024 Proposed Budget
Budget Hearing
Presented October 18, 2023

	2022	2023	2023	2024	2024	2024	2024	2025	% Change	\$ Change	Explanations:
	Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	
Beginning Fund Balance	387,948	511,794	474,656	441,895			506,775	524,195			
Restricted Reserve (Capital)								0			
								524,195			
Beginning Funds Available for Operations (Cash)	387,948	511,794	474,656	441,895			506,775	524,195	18.6%	82,300	
Revenue											
Contributions											
IGA Black Hawk	476,098	428,562	428,562	442,369	258,049	442,369	442,369	462,334	5%	19,965	
IGA Central City	237,000	153,535	153,535	151,026	75,513	129,451	151,026	141,130	-7%	(9,897)	
IGA Gilpin County	900,246	655,092	655,092	623,577	363,753	623,577	623,577	648,796	4%	25,219	
Total Contributions	1,613,343	1,237,189	1,237,189	1,216,972	697,315	1,195,397	1,216,972	1,252,260	3%	35,288	
Call Revenue											
Income Patient and Insurance (Cash)	371,498	375,000	464,480	400,000	333,584	571,859	500,000	480,000	20%	80,000	
Medicare-derived payments (Cash)	125,908	100,000	153,858	140,000	90,538	155,207	160,000	150,000	7%	10,000	
Collections-derived payments (Cash)	18,735	20,000	36,895	40,000	9,934	17,030	20,000	25,000	-38%	(15,000)	
Total Call Revenue	516,141	495,000	655,232	580,000	434,056	744,096	680,000	655,000	13%	75,000	88% of 2024 Annualized, to account for fluctuations in transport vo
Grant Revenue											
Colorado EMTS Grants		93,779	93,779	243,662			243,662	73,390	-70%	(170,272)	
DOLA LGGF Grant Revenue - Operating Expenses	95,096	811,888	811,888	890,000	891,641	891,641	891,641	1,126,416	27%	236,416	
Other Grant Revenue	5,000	-	7,189	-	5,000	5,000	5,000	-	0%	0	
Total Grant Revenue	100,096	905,667	912,856	1,133,662	896,641	896,641	1,140,303	1,199,806	6%	66,144	
Other Revenue											
Sale of Ambulance											
Other Revenue	2,242		15,502								
CAID Supplemental	218,665		241,287				225,000				
COVID Relief	1,333										
Total Other Revenue	222,240	-	256,789	-	-	-	225,000	-	0%	0	
Total Revenue	2,839,768	2,637,856	3,536,723	3,372,530			3,769,051	3,631,261	8%	258,731	
Total Cash Revenue for Formula	838,477	1,400,667	1,824,877	1,713,662			2,045,303	1,854,806	8%	141,144	

Gilpin Ambulance Authority
2023 Projected 2024 Proposed Budget
Budget Hearing
Presented October 18, 2023

	2022	2023	2023	2024	2024	2024	2024	2025	% Change	\$ Change	
	Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	Explanations:
Expense											
Capital Expenditures											
Capital (Misc)	97,332	285,000	69,010	287,140	289,862	496,906	254,899	152,380	-47%	134,760	Moved LP lease to "Equipment Lease"; <i>Details attached</i>
Ambulance Lease								66,803	100%	(66,803)	Moved ambulance payment from "Ambulance Purchase" to here
Equipment Lease								32,463	100%	(32,463)	Lifepak lease (was incl in 2024 YTD Actual"Cap'l Misc")
Ambulance Purchase		200,000	249,465	250,790	73,905	126,694	276,254	0	-100%	250,790	
Total Capital Expenditures	97,332	485,000	318,475	537,930	363,767	623,600	531,153	251,645	-53%	286,284	
Uncategorized Expense	17,000		3,723		3,200	5,486	3,200		0%	0	
Administration											
Other											
Reimbursable Expenses			2,054		1,800	3,086			0%	0	
Admin Training	2,941	5,000	1,371	5,000	4,667	8,001	5,000	5,000	0%	0	
Discretionary	4,562	5,000	9,585	5,000	3,999	6,855	8,000	5,000	0%	0	
licensing/memberships	5,553	6,500	6,264	6,500	3,580	6,137	5,000	6,500	0%	0	
Manager Development	1,541	5,000	4,574	5,000	5,007	8,584	6,000	5,000	0%	0	
Employee Recognition & Retention					0	0		4,000	100%	(4,000)	
Professional Services	10,398	3,000	3,450		2,864	4,910	3,000	9,000	100%	(9,000)	
Total Other	24,994	24,500	27,298	21,500	21,917	37,572	27,000	34,500	60%	(13,000)	
Accounting - Audit	9,691	12,000	8,538	10,000	2,115	3,625	10,000	10,000	0%	0	
Accounting - Contract Services								24,000	100%	(24,000)	Add outsourced monthly accounting service
Legal	30,382	10,000	32,320	20,000	2,624	4,497	8,000	10,000	-50%	10,000	
Total Administration	65,067	46,500	68,156	51,500	29,855	51,180	45,000	78,500	52%	(27,000)	

Gilpin Ambulance Authority
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	2022 Actual/Audited	2023 Adopted	2023 Actual	2024 Adopted	2024 July YTD Actual	2024 YTD Annualized	2024 Projected 08/21/2024	2025 Proposed Budget	% Change Current vs Proposed Budget	\$ Change Current vs Proposed Budget	Explanations:
Operations and Maintenance											
Property Maintenance	17,033	35,000	7,622	20,000	13,030	22,337	20,000	20,000	0%	0	
Communications R&M	3,515	5,000	2,707	5,000	4,644	7,961	7,000	5,000	0%	0	
Crew Quarters supplies	9,851	12,000	10,388	12,000	6,839	11,725	12,000	12,000	0%	0	
Disposable Medical Supplies	40,838	35,000	42,265	40,000	39,555	67,809	50,000	50,000	25%	(10,000)	
Durable Medical Equipment	4,415	6,000	10,472	6,000	1,587	2,720	6,000	6,000	0%	0	
Office Supplies/Postage/Credit Card Fees	5,034	5,000	6,578	5,000	4,550	7,800	7,000	6,000	20%	(1,000)	
Property Lease		86,000	65,508	71,000	47,119	80,775	71,000	79,000	11%	(8,000)	
Property Liability Insurance	20,583	22,050	24,890	24,000	23,534	40,344	32,000	34,000	42%	(10,000)	
Public Education/PR	1,100	2,000	1,760	2,000	2,217	3,801	2,000	8,000	300%	(6,000)	
Safety Gear	854	3,000	1,526	3,000	2,133	3,656	3,000	3,000	0%	0	
Service Contracts	52,421	50,000	101,487	73,000	43,193	74,046	68,000	79,814	9%	(6,814)	Details attached
Technology/Hardware/Software	7,129	7,000	11,888	10,000	10,174	17,442	11,000	18,000	80%	(8,000)	2024 Annualized
Telephone/TV/Internet	13,673	15,000	14,199	17,000	10,980	18,823	16,000	18,015	6%	(1,015)	
Training	6,248	7,000	14,850	21,000	27,067	46,400	30,000	40,000	90%	(19,000)	
Uniforms	13,082	12,000	25,831	15,000	12,808	21,956	18,000	18,000	20%	(3,000)	
Utilities	3,162	4,000	6,253	8,000	3,642	6,244	7,000	8,000	0%	0	
Vehicle Expense											
Fuel	33,887	32,000	34,118	35,000	14,898	25,540	35,000	35,000	0%	0	
Insurance	8,391	11,550	13,059	13,000	13,276	22,759	18,000	19,000	46%	(6,000)	
Maintenance	34,643	40,000	103,212	50,000	28,027	48,047	50,000	50,000	0%	0	
Tires	6,469	9,000	7,634	8,000	3,786	6,490	11,000	8,000	0%	0	
Total Vehicle expense	83,390	92,550	158,023	106,000	59,987	102,835	114,000	112,000	6%	(6,000)	
Total Operations and Maintenance	282,328	398,600	506,248	438,000	313,060	536,673	474,000	516,829	18%	(78,829)	

Gilpin Ambulance Authority
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	2022	2023	2023	2024	2024	2024	2024	2025	% Change	\$ Change	Explanations:
	Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	
Personnel Expense											
Salaries											
Salaries Admin	175,460	192,000	192,551	200,000	112,952	193,632	208,000	250,517	25%	(50,517)	
Salaries Regular	1,208,890	1,320,000	1,371,099	1,400,000	766,023	1,313,182	1,400,000	1,547,296	11%	(147,296)	
PTO	69,007	62,000	67,354	70,000	32,432	55,598	65,000	127,497	82%	(57,497)	
Employee Bonuses	5,950		29,517		0	0			0%	0	
Holiday stipends	6,500	8,000	8,150	10,000	3,350	5,743	8,000	31,500	215%	(21,500)	
Total Salaries	1,465,807	1,582,000	1,668,670	1,680,000	914,757	1,568,154	1,681,000	1,956,810	16%	(276,810)	
Employee Benefits and Payroll Taxes											
457(b) Admin Fess	2,774	3,000	4,389	3,500	990	1,697	3,500	3,500	0%	0	
457(b) employee contribution			25		1,998	3,426			0%	0	
457(b) employer match	34,931	56,000	48,867	56,000	23,076	39,559	56,000	121,004	116%	(65,004)	
Benefits HRA	20,415	27,600	17,703	27,600	15,994	27,419	17,703	27,600	0%	0	2024 Annualized
Benefits Life AD& D STD LTD	15,206	18,000	14,529	18,000	6,746	11,565	12,000	14,722	-18%	3,278	CEBT - Current Avg Monthly (\$943.69) x 30% increase
Employee Wellness	294	1,000	182	1,000	248	425	500	1,000	0%	0	
Health Insurance	199,758	240,350	182,959	250,000	126,502	216,861	225,000	249,504	0%	496	13% increase for 2025 Budgeted positions; \$904 per empl per mor
Payroll Service Fees	5,424	7,000	6,366	7,000	3,654	6,264	7,000	7,000	0%	0	2024 Annualized
Payroll & Unemployment Taxes	107,730	130,000	132,345	144,000	81,280	139,338	142,000	177,553	23%	(33,553)	
Workers Comp	51,047	54,600	57,311	58,000	36,641	62,813	50,000	64,698	12%	(6,698)	2024 Annualized (\$5235 per mo)+ 3% increase
Total Employee Benefits and Payroll Taxes	437,578	537,550	464,676	565,100	297,131	509,367	513,703	666,580	18%	(101,480)	
Total Personnel Expense	1,903,385	2,119,550	2,133,346	2,245,100	1,211,888	2,077,522	2,194,703	2,623,391	17%	(378,291)	
Total Expense	2,365,112	3,049,650	3,029,948	3,272,530	1,918,569	3,288,975	3,244,856	3,470,365	6%	(197,835)	
Total Profit/Loss	-1,526,635	-1,648,983	-1,205,071	-1,558,867	-1,211,888	-2,077,522	-1,199,552	-1,615,559	4%	56,691	

Gilpin Ambulance Authority
2023 Projected 2024 Proposed Budget
Budget Hearing
Presented October 18, 2023

	2022	2023	2023	2024	2024	2024	2024	2025	% Change	\$ Change	
	Actual/Audited	Adopted	Actual	Adopted	July YTD Actual	YTD Annualized	Projected 08/21/2024	Proposed Budget	Current vs Proposed Budget	Current vs Proposed Budget	Explanations:
Contributions											
IGA Black Hawk	476,098	428,562	428,562	442,369	258,049	442,369	442,369	439,852	-1%	(2,518)	
IGA Central City	237,000	153,535	153,535	151,026	75,513	129,451	151,026	134,267	-11%	(16,760)	
IGA Gilpin County	900,246	655,092	655,092	623,577	363,753	623,577	623,577	617,246	-1%	(6,331)	
Total Contributions	1,613,343	1,237,189	1,237,189	1,216,972	697,315	1,195,397	1,216,972	1,191,364	-2%	(25,608)	
Ending Fund Balance	474,656	100,000	506,775	100,000			524,195	100,000			
<i>Restricted Reserve (Capital)</i>		0		0				0			
Ending Funds Available for Operations (Cash)	474,656	100,000	506,775	100,000			524,195	100,000			

Allocations with Base Amounts for Each Member							
	Expense Balance	Less Ending Unrestricted Balance In Excess of \$100,000 (Net)	County Base 33% of Net	City Base 5% of Net	Remaining Net Balance	Call Volume Allocation	Total Contributions
Black Hawk				59,568.21		380,283.43	439,851.64
Central City				59,568.21		74,698.53	134,266.74
Gilpin			393,150.17			224,095.59	617,245.76
Total	1,615,558.93	1,191,364.15	393,150.17	119,136.42	679,077.56	679,077.55	1,191,364.14

% of Calls	2022 Calls	% of Calls	2023 Calls	% of Calls
Black Hawk	1039	55%	1058	56%
Central City	237	12%	207	11%
Gilpin County	614	32%	636	33%
Total	1,890		1,901	

Changes Applied to 2025 Budget	2022-2023 Call Volume Changes % Call Increase /Decrease	Change in % of calls	2024-2025 Contribution Changes
Black Hawk	2%	1.0%	-0.6%
Central City	-13%	-1.0%	-12.5%
Gilpin County	4%	1.0%	-1.0%
Total	1%		-2.1%

GILPIN AMBULANCE AUTHORITY

Capital Expenditures

Budget 2025

Item	Amount
Staff Vehicle	146,780.08
LUCAS (3)	
Ambulance Laptops	
Video Laryngoscopes	
Pedi-Mate Restraints	5,600.00
Total Capital Expenditures	152,380.08

Colorado EMTS Grant	(73,390.04)
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Total Cash Requirement for Misc Capital	78,990.04
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GILPIN AMBULANCE AUTHORITY

Service Contracts

Budget 2025

Vendor	Service	2024 Annual Amount
Airgas	O2 Rental & Delivery	10,238.92
Bound Tree Medical	OP/IQ	1,470.00
ESO Solutions	E.H.R, Billing, Cardiac, Scheduling, PM	22,655.85
Express Toll	Toll charges	294.94
LifeMed Safety	Monitor Maintenance	1,500.00
One Way, Inc	Dumpster Med 1	1,915.68
PGT Technologies	Black Box	947.91
Sharp Ambulance Billing	Medical Billing	29,327.38
Stericycle	Medical Waste Disposal	9,138.19
Total Service Contracts		77,488.87

3% Increase for 2025 Budget	2,324.67
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2025 Budget for Service Contracts	79,813.54
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Labor Budget

Administration:

Job Class	# in Job Class	Rate of Pay	No. Hrs per Week	Wage Type
Administration				
Chief	1	\$ 65.56	40	Regular
Deputy Chief	1	\$ 54.88	40	Regular

Field Operations:

Job Class	# in Job Class	Rate of Pay	No. Hrs per Week	Wage Type
24 Hour Shifts				
Ambulance 1				
Paramedics	3	\$22.37	40	Regular
		33.56	16	OT
Basics	3	\$16.08	40	Regular
		24.12	16	OT
Ambulance 2				
Paramedics	3	\$22.37	40	Regular
		33.56	16	OT
Basics	3	\$16.08	40	Regular
		24.12	16	OT
Ambulance 3				
Field Training Officer	3	25.59	40	Regular
		38.38	16	OT
Paramedics	3	\$22.37	40	Regular
		33.56	16	OT
Captians				
Captain 1	1	29.38	40	Regular
		44.07	16	OT
Captain 2	1	30.11	40	Regular
		45.17	16	OT
Captain 3	1	30.87	40	Regular
		46.31	16	OT

Total Admin
Total Regular - Field
Total OT - Field

Salaries
Salaries Admin \$ 250,517.15
Salaries Regular \$ 1,547,295.95
PTO \$ 127,497.19
Holiday Stipends \$ 31,500.00
Total Salaries \$ 1,956,810.29
Employee Benefits and Payroll Taxes
457(b) Employer Match \$ 115,518.62
Payroll & Unemployment Taxes \$ 171,013.59
Health Insurance \$ 249,504.00
Total on Spreadsheet \$ 2,492,846.50
Variance Check \$ -

Unemployment							
Total Hours	Wages	Medicare	Social Security	Tax	Health Insurance	457b	Holiday Stipend
2080	\$ 136,361	\$ 1,977	\$ 8,454	\$ 1,043	\$ 10,848	\$ 8,182	\$ -
2080	\$ 114,156	\$ 1,655	\$ 7,078	\$ 1,043	\$ 10,848	\$ 6,849	\$ -

Total Hours	Wages						
6240	\$ 139,597	\$ 2,191	\$ 9,368	\$ 3,129	\$ 32,544	\$ 9,065.96	
2496	\$ 83,758	\$ 1,315	\$ 5,621	\$ -	\$ -	\$ 5,439.58	
6240	\$ 100,330	\$ 1,575	\$ 6,733	\$ 3,129	\$ 32,544	\$ 6,515.85	
2496	\$ 60,198	\$ 945	\$ 4,040	\$ -	\$ -	\$ 3,909.51	

6240	\$ 139,597	\$ 2,191	\$ 9,368	\$ 3,129	\$ 32,544	\$ 9,065.96	
2496	\$ 83,758	\$ 1,315	\$ 5,621	\$ -	\$ -	\$ 5,439.58	
6240	\$ 100,330	\$ 1,575	\$ 6,733	\$ 3,129	\$ 32,544	\$ 6,515.85	
2496	\$ 60,198	\$ 945	\$ 4,040	\$ -	\$ -	\$ 3,909.51	

6240	\$ 159,661	\$ 2,506	\$ 10,453	\$ 3,129	\$ 32,544	\$ 10,369.01	
2496	\$ 95,796	\$ 1,504	\$ 6,429	\$ -	\$ -	\$ 6,221.41	
6240	\$ 139,597	\$ 2,191	\$ 9,368	\$ 3,129	\$ 32,544	\$ 9,065.96	
2496	\$ 83,758	\$ 1,315	\$ 5,621	\$ -	\$ -	\$ 5,439.58	

2080	\$ 61,110	\$ 959	\$ 4,101	\$ 1,043	\$ 10,848	\$ 3,968.75	
832	\$ 36,666	\$ 575	\$ 2,461	\$ -	\$ -	\$ 2,381.25	
2080	\$ 62,629	\$ 983	\$ 4,203	\$ 1,043	\$ 10,848	\$ 4,067.36	
832	\$ 37,577	\$ 590	\$ 2,522	\$ -	\$ -	\$ 2,440.42	
2080	\$ 64,210	\$ 1,008	\$ 4,309	\$ 1,043	\$ 10,848	\$ 4,170.03	
832	\$ 38,526	\$ 605	\$ 2,585	\$ -	\$ -	\$ 2,502.02	

\$ 250,517	\$ 3,632	\$ 15,532	\$ 2,086	\$ 21,696	\$ 15,031	\$ -
\$ 967,059.97	\$ 15,177.81	\$ 64,636.59	\$ 21,903.00	\$ 227,808.00	\$ 62,804.74	\$ 31,500.00
\$ 580,235.98	\$ 9,106.69	\$ 38,938.94	\$ -	\$ -	\$ 37,682.85	\$ -
\$ 1,797,813	\$ 27,917	\$ 119,108	\$ 23,989	\$ 249,504	\$ 115,519	\$ 31,500

PTO	Total Labor Cost
\$ -	\$ 166,864.93
\$ -	\$ 141,629.82

PDO	Total Labor Cost
\$ 11,503	\$ 207,397.42
\$ 6,902	\$ 103,034.65
\$ 8,267	\$ 159,094.06
\$ 4,960	\$ 74,052.64

\$ 11,503	\$ 207,397.42
\$ 6,902	\$ 103,034.65
\$ 8,267	\$ 159,094.06
\$ 4,960	\$ 74,052.64

\$ 13,156	\$ 231,817.71
\$ 7,894	\$ 117,843.81
\$ 11,503	\$ 207,397.42
\$ 6,902	\$ 103,034.65

\$ 5,035	\$ 87,065.81
\$ 3,021	\$ 45,104.89
\$ 5,161	\$ 88,933.67
\$ 3,096	\$ 46,225.60
\$ 5,291	\$ 90,878.29
\$ 3,175	\$ 47,392.37

\$ -	\$ 308,494.74
\$ 79,685.74	\$ 1,470,575.86
\$ 47,811.44	\$ 713,775.90
\$ 127,497	\$ 2,492,847

Position	2024 Hourly	2024 Step	2025 Hourly	2025 Step	Annual
AEMT	\$17.40	1	\$17.61	1	
Captain	\$23.98	3	\$29.38	2	
Captain	\$24.96	5	\$30.11	3	
Captain	\$24.00		\$30.87	4	
Chief					\$ 136,360.69
Deputy Chief				4	\$ 114,156.46
EMT	\$14.92	1	\$15.63	1	
EMT	\$15.22	2	\$15.63	1	
EMT	\$15.22	2	\$15.63	1	
EMT	\$16.16	5	\$16.41	3	
EMT	\$14.92	1	\$15.63	1	
EMT	\$15.84	4	\$16.01	2	
FTO	\$23.66	5	\$25.58	3	
FTO	\$22.74	3	\$24.96	2	
FTO			\$26.22	4	
Paramedic	\$21.08	4	\$22.14	2	
Paramedic	\$20.67	3	\$22.14	2	
Paramedic	\$20.67	3	\$22.14	2	
Paramedic	\$21.08	4	\$22.14	2	
Paramedic	\$20.27	2	\$21.61	1	
Paramedic	\$20.27	2	\$21.61	1	
Paramedic	\$21.08	4	\$22.14	2	
Paramedic	\$25.19	13	\$25.05	7	

5%
3%
3%
2%
5%
1%
8%
10%

5%
7%
7%
5%
7%
7%
5%
-1%

2024
Weighted
Avg All
employees

EMT Avg	\$16.08	\$17.90
PM Avg	\$22.37	\$23.96
FTO Avg	\$25.59	
Cpt Avg	\$30.12	

21.9. In cases of conflicting PTO requests, priority will be given to the employee who submitted their request earliest.

21.10. Accrual.

21.10.1. Full-time, non-exempt employees will accrue PTO per pay period based on their years of service with Gilpin Ambulance Authority.

Years of Service	Hours Per Pay Period	Annual Accrual	Weekly Equivalent	Accrual Cap
1 to 4	6.15	160 Hours	2.5 Weeks	320 hours (5 Weeks)
5 to 9	7.38	192 Hours	3.0 Weeks	320 hours (5 Weeks)
10+	8.62	224 Hours	3.5 Weeks	320 hours (5 Weeks)

21.10.2. Employees who separate from the Authority and later return shall accrue PTO at the rate based on their most recent hire date. This policy does not apply to Full-Time employees who change to PRN status and then choose to return to Full-Time status.

21.10.3. Employees who have given notice of separation from the Authority are not eligible to use PTO during the notice period. This includes employees who have given notice of intent to move to PRN status.

21.10.4. Additional PTO hours may be allowed to carry over at the discretion of the Chief.

21.10.5. Any unused PTO up to the 320-hour (5 week) accrual cap will be paid out to the employee upon separation of employment.

1. Accrual *(effective 01/01/2025)*

- 1.1.** Full-time, non-exempt employees will accrue PTO per pay period based on their years of service with Gilpin Ambulance Authority.

Full Years of Service	Hours Per Pay Period	Annual Accrual Hours Total	24-Hour Days Equivalent
0 to 1	8.31	216	9
1 to 2	9.23	240	10
2 to 5	10.15	264	11
5 or more	11.08	288	12

- 1.2.** Newly hired employees are frontloaded with 48 hours of PTO, which they are ineligible to use until after they have cleared the Field Training process unless approved by the Chief. Newly hired employees will begin to accrue additional PTO at their 6th pay period in the amounts listed in 8.1 above.
- 1.3.** Employees who separate from the Authority and later return shall accrue PTO at the rate based on their most recent hire or change of status date.
- 1.4.** Employees who have given notice of separation from the Authority are not eligible to use PTO during the notice period. This includes employees who have given notice of intent to move to PRN status.
- 1.5.** Once an employee has reached the maximum number of hours accrued per year, they will stop accruing PTO until it is used. All unused PTO will carry over to the following year, but the employee will not accrue hours over their annual maximum.
- 1.6.** PTO may be cashed out only with the approval of the Chief and under extreme circumstances.

Retirement Benefits

1. The Authority is enrolled in a 457(b)-employee retirement plan.
2. Gilpin Ambulance Authority will match 100% of an employee's contribution to their 457(b) plan up to a specified amount based on the duration of their employment with the Authority.
3. Gilpin Ambulance Authority will match the following percentages based on seniority (*effective January 1, 2025*):

Duration of Employment	Match
0 to 1 year	5%
1 to 3 years	6%
3 to 5 years	7%
5 or more years	8%

4. Employee Retirement Income Security Act (ERISA) Rights

As a participant in the Authority employees' retirement plan, employees are entitled to examine the plan documents, the plan's annual report, and a description of the plan filed with the US Department of Labor. This inspection may be made during normal business hours. Requests for these inspections are to be made through the Authority administrator who will ensure the necessary arrangements are made.