

City Council Governance Committee Meeting Minutes

A meeting of the City Council Governance was held on Thursday, May 19, 2005 at 11:00 am in the Media Briefing Room with the following present:

Council Present: Mayor, Edward D. Garza
Councilmember Richard Perez, District 4
Councilmember Julian Castro, District 7
Councilmember Carroll Schubert, District 9

Council Absent: Councilmember Art Hall, District 8

Staff Present: Rolando Bono, Acting City Manager; Christopher J. Brady, Assistant City Manager; Melissa B. Vossmer, Assistant City Manager; Leticia M. Vacek, City Clerk; Patricia Major, City Auditor; Martha Sepeda, Acting City Attorney; Erik Walsh, Assistant to the City Manager; Milo Nitschke, Finance Director; Chief Guerra, San Antonio Fire Department

Others Present: Tom Benesch, Business & Professional Services; Thomas Mc Donald, Business & Professional Services

CALL TO ORDER

Mayor Garza called the meeting to order.

I. APPROVAL OF MINUTES FROM MEETINGS HELD JANUARY 19, 2005 AND MAY 12, 2005.

Councilmember Schubert moved to approve the minutes as presented. Councilmember Castro seconded the motion. Motion carried unanimously by those present.

II. AGENDA PLANNING RELATED ITEMS

Discussion and consideration of a proposed ordinance revising the charge and composition of the Conservation Advisory Board, in light of the passage of Edwards Aquifer Protection Venue Project (Proposition 1) by voters on May 7, 2005; as requested by Councilman Art A. Hall, District 8. [Presented by Christopher J. Brady, Assistant City Manager]

Mr. Brady referenced the: "Expanding the Composition and Revising the Purpose of the Conservation Advisory Board" Power Point (attached). Following are the highlights of said Power Point.

A. Background information

- Background information noting ordinance 91566, approved April 6, 2000, creating the Conservation Advisory Board (CAB) and Professional Evaluation Team and specified their membership.
- Additional background noting ordinance 92098, approved June 29, 2000, changing the composition of the CAB to provide input and advice regarding the implementation of the May 2000 Park Development and Expansion Venue Project (Proposition 3).
- August 19, 2004, the City Council ordered a special election to be held May 7, 2005 on the Edwards Aquifer Protection Venue Project.
- On April 28, 2005, Councilman Hall requested City Council's concurrence in directing staff place on the agenda for Council Consideration an ordinance revising the charge and composition of the CAB if voters approve the Edwards Aquifer Protection Venue Project.

B. Composition of Conservation Advisory Board

- Composition of CAB revised as follows:
- Texas Parks and Wildlife Department
- Edward Aquifer Authority
- San Antonio Water Systems
- Parks and Recreation Advisory Board (Neighborhood Representative)
- Economic Development Foundation (Business Representative)
- Parks and Recreation Department
- San Antonio River Authority
- Natural Resources Conservation Service
- U.S. Geological Survey
- Two representatives from affected counties. Said counties to be determined by City Council through passage of subsequent ordinance.

C. Conservation Advisory Board Purpose

- CAB purpose revised as follows:
- The purpose of the CAB shall be to provide input and advice to staff and the City Council regarding (i) the acquisition of sensitive land over the Edwards Aquifer acquired pursuant to the Parks Development and Expansion Venue Project, adopted by the voters in May, 2000, and pursuant to the Edwards Aquifer Protection Venue Project, proposed for adoption by the voters in May, 2005, and the appropriate development and stewardship of such land, and (ii) the stewardship and monitoring of conservation easements acquired under the Edward Aquifer Protection Venue Project.
- Conservation Advisory Board purpose revised as follows:
- The Scientific Evaluation Team will assist and provide additional guidance to the CAB, utilizing the U.S. Geological Survey's sensitivity map and other scientific data to identify general areas for possible land and conservation easement acquisition and developing a prioritized outline

of features to be considered when purchasing sensitive land and conservation easements under the Edwards Aquifer Protection Venue Project.

The Scientific Evaluation Team differs from the CAB and will continue to use this team for evaluation of properties, following the May 26, 2005 meeting for June 2, 2005.

Councilmember Hall entered at this time.

Councilmember Perez moved to approve said item as presented. Councilmember Castro seconded the motion. Motion carried unanimously by those present.

III. BRIEFING BY PATRICIA MAJOR, CITY AUDITOR ON THE FOLLOWING ITEM(s):

A. Discuss final report on the EMS billing and collections services contract audit

- Risk Assessment – High risk contract - Contract expired in September 2004.
- EMS actual expenditures vs. actual revenue
- Audit Timeline – 10/01/05 Audit announcement, 10/06/05 Opening meeting with Business & Professional Svc. (B&P), 10/08/05 Opening meeting with departments, 01/11/05 Completion of fieldwork, 03/20/05 Draft report to departments, 04/06/05 Exit conference with departments, 4/12/05 Exit conference with B&P, 05/16/05 Draft report with departments and contractor's response to Interim City Manager, 5/19/05 Release of final audit report. With over 400,000 records and 3 databases to review, the audit took a long time to complete.
- Data Integrity – data not correct, need to improve reliability of the data for recovery of charges. More than 50% of what is billed to Medicare/Medicaid is not being collected. Auditor will look at the collectability. If B&P has no success collecting then the City could look at something else.
- Recommendation to the Fire Department - Establish contract administration. Improve system synchronization/data extraction. Enhance data input control. Scrutinize Medicare/Medicaid adjustments. Charge aid-only fees and medical supplies to patients per ordinance. Investigate uncollected balances. Conduct formal cost benefit analysis for EMS Pro System. Comply with HIPPA. Obtain patient authorization signatures on refusals.
- Recommendation to Finance Department – Strengthen contract monitoring. Stronger contract oversight to protect City's interest. Sweep EMS bank account daily. Timely and appropriate reporting and recording of transaction. Contractor's fee not reduced due to delayed implementation of CRS. Exhibits to contract and renewal contract

missing. Employee benefit issues impact EMS receipts from other Medicare claims.

- Recommendation to the Contractor – Improve handling of aid only and bad address. Timely notice for the first billing. Include “no-bill” records in process. Timely deposit payments received by contractor. Insurance coverage compliance. SBEDA compliance and HIPPA compliance for data security. Adequately document skip tracing efforts.
- Potential billing and revenue opportunities identified
- Summary by type of service
- Summary of billed EMS Accounts
- Summary of Medicare/Medicaid Accounts
- EMS uncollected balance
- Closed accounts
- Accounts closed as “all effort exhausted”
- Incomplete after skip trace
- Timeliness of first billing

Councilmember Perez asked staff to look into the hospitals’ non-collection accounts/activity to determine if the City could implement better collection practices.

Chief Guerra stated that the collection agency and hospital do work together in collection efforts. It was stated that a proposed Senate Bill had been introduced that would allow for entities to share addresses for collection purposes.

The contractor’s fee was discussed and stated to be 11.6%. Councilmember Perez mentioned that typically if a contractor is receiving \$1 million, they would not necessarily work harder to collect additional monies. Thus, he mentioned incentives for uncollected amounts.

Mr. Brady noted that the primary responsibility of the Paramedics is healthcare, but are able to enter data via their laptop while in route.

With regards to the contractor; it was stated that their largest expenditures went to the bookkeeping company which included tax deposits for employees. It was stated that the bookkeeping company pays the federal taxes for said employees.

Councilmember Perez stated that the minority section of the contract is taken very seriously. He added that the federal tax pass thru did not sound proper and asked staff for a report back to Governance Committee on same.

Mr. McDonald stated that they would visit with Economic Development on same and get the issues resolved.

B. Discussion of additional projects

Said item not addressed.

C. Other matters

Said item not addressed.

IV. THE COMMITTEE WILL RECESS INTO AN EXECUTIVE SESSION TO DISCUSS THE FOLLOWING:

- A. Deliberation and consideration of the annual performance evaluation of the City Clerk Leticia M. Vacek, pursuant to Texas Government Code Section 551.074 (personnel matters).**
- B. Deliberation and consideration of the annual performance evaluation of City Auditor Patricia Major, pursuant to Texas Government Code Section 551.074 (personnel matters).**

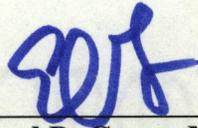
Mayor Garza recessed the meeting into Executive Session to discuss said items at 12:15 pm. Mayor Garza reconvened the meeting at 12:45 pm.

V. CONSIDERATION OF SCHEDULING OF ITEMS FOR FUTURE MEETINGS.

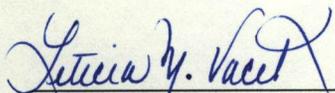
Said item not addressed.

There being no further discussion, the meeting was adjourned at 12:45 pm.

ATTEST:



Edward D. Garza, Mayor



Leticia M. Vacek
City Clerk

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