

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
July 18, 2024
4:00 p.m.

CALL TO ORDER

The Regular July 18, 2024 meeting was called to order by Bill Kasprzak at 4:00 p.m.

PRESENT: Jerry White (Bertrand Township), Christine Vella (Niles Township), Bill Kasprzak, Chairman (Howard Township), Ric Huff (City of Niles), Wendi Heyliger (Buchanan Township), Eric Renken Co-Chair (Milton Township), Gary Mihills (Pokagon), Larry Money (City of Buchanan)

ABSENT: None

OTHERS PRESENT: Brian Scribner (Executive Director), Josh Kay (Operations Manager), Tim Rogers (Niles City Council), Kevin Anderson (City of Dowagiac), Three SMCAS employees

ADDITIONS / CORRECTIONS TO AGENDA

Scribner requests that Consideration of amendment to Milton agreement be added to action items.

Motion by Heyliger, second by Kasprzak, to approve amended agenda. Voice Vote (8-0) Motion Carries

APPROVAL OF MINUTES – June 20, 2024 Regular Meeting

Motion by Renken, second by Vella, to approve the June 20, 2024, Regular Meeting Minutes. Voice Vote (8-0) Motion Carries

COMMITTEE REPORTS

Safety Committee:

There was no Safety Committee Meeting this month.

Finance Report:

Scribner presented the May 2024 Financial Reports.

Motion by White, seconded by Renken to approve The June 2024 Financial Report. Roll call vote Wendi Heyliger (Yes), Gary Mihills(Yes),Chris Vella (Yes), Bill Kasprzak (Yes), Ric Huff (Yes), Jerry White (Yes), Larry Money (Yes), Eric Renken(Yes) Motion carried (8-0).

Approval of Checks:

The board reviewed the check register as presented. Receipts will be provided for all credit card transactions.

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Motion by Renken seconded by Huff to approve Checks Written # 28673 - # 28731 totaling \$78,741.81. Roll call vote Wendi Heyliger (Yes), Gary Mihills(Yes),Chris Vella (Yes), Bill Kasprzak (Yes), Ric Huff (Yes), Jerry White (Yes), Larry Money (Yes), Eric Renken(Yes) Motion carried (8-0).

Aging Report

Josh Kay presented the June aging report. Still working to improve the billing cycle.

DIRECTOR'S REPORT

Eight new hires this month.

We will receive notice of our grant status on July 30, 2024.

Five of six owner municipalities have approved the articles of incorporation.

SMCAS received 144 P-1 requests in May and achieved 94% on-time performance.

ACTION ITEMS:

Selection of Executive Board

Motion by Heyliger, second by Money to approve Bill Kasprzak for Chair. Roll call vote Wendi Heyliger (Yes), Gary Mihills(Yes),Chris Vella (Yes), Bill Kasprzak (Yes), Ric Huff (Yes), Jerry White (Yes), Larry Money (Yes), Eric Renken(Yes) Motion carried (8-0).

Motion by Kasprzak, second by Mihills to approve Eric Renken for Co-Chair. Roll call vote Wendi Heyliger (Yes), Gary Mihills(Yes),Chris Vella (Yes), Bill Kasprzak (Yes), Ric Huff (Yes), Jerry White (Yes), Larry Money (Yes), Eric Renken(Yes) Motion carried (8-0).

Motion by Kasprzak, second by Vella to approve Wendi Heyliger for Secretary Roll call vote Wendi Heyliger (Yes), Gary Mihills(Yes),Chris Vella (Yes), Bill Kasprzak (Yes), Ric Huff (Yes), Jerry White (Yes), Larry Money (Yes), Eric Renken(Yes) Motion carried (8-0).

Motion by Heyliger, second by Renken to approve Jerry White for Treasurer. Roll call vote Wendi Heyliger (Yes), Gary Mihills(Yes),Chris Vella (Yes), Bill Kasprzak (Yes), Ric Huff (Yes), Jerry White (Yes), Larry Money (Yes), Eric Renken(Yes) Motion carried (8-0).

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Amendment of Milton Township Contract to not allow assessments to go below twenty dollars (\$20.00)

Motion by White seconded by Vella to approve the amendment of Milton Contract as presented. Roll call vote Wendi Heyliger (Yes), Gary Mihills(Yes),Chris Vella (Yes), Bill Kasprzak (Yes), Ric Huff (Yes), Jerry White (Yes), Larry Money (Yes), Eric Renken(Yes) Motion carried (8-0).

DISCUSSION ITEMS: .

Kasprzak thanks the Board of Trustees, Josh Kay, and Brian Scribner for all the hard work.

Discussion regarding long term agreement with Cass County Ambulance Authorities.

COMMENTS

Motion to Adjourn at 17:26 by Huff, second Renken to adjourn. Voice vote (8-0)