

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
October 19, 2023
4:00 p.m.

CALL TO ORDER

The Regular October 19, 2023 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), Eric Renken Co-Chair (Milton Township), Tim Ganus (City of Buchanan), Gary Mihills (Pokagon), Ric Huff (City of Niles)*

ABSENT: None

OTHERS PRESENT: Brian Scribner (Executive Director), Josh Kay (Operations Manager), Tim Rogers (Niles City Council), Mr. Cooper (Niles Township), Mr Brush, Eight SMCAS Employees

ADDITIONS / CORRECTIONS TO AGENDA – None

Motion by Ganus, Second Renken to approve October Agenda Voice Vote (7-0) motion carries

APPROVAL OF MINUTES – September 21, 2023 Regular Meeting

Motion by Renken, second by White, to approve the September 21, 2023 Regular Meeting Minute Voice Vote (7-0) Motion Carries

COMMITTEE REPORTS

Safety Committee:

There was no Safety Committee Meeting this month.

Finance Report:

Scribner presented the September 2023 Financial Reports.

Motion by Renken seconded by White to approve the September 2023 Financial Report. Voice Vote Motion carried (7-0)

Approval of Checks:

The board reviewed the check register as presented.

Motion by Vella seconded by Kasprzak to approve Checks Written # 28298 - # 28344 totaling \$68,005.24 as presented. Roll call vote Eric Renken (Yes), Jerry White (Yes), Chris Vella (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes), Tim Ganus (Yes), Gary Mihills (Yes) Motion carried (7-0).

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Aging Report

Josh Kay presented the aging report.

DIRECTOR'S REPORT

Scribner presented the Director's Report. Six employees in hiring process. New truck remains on track for November delivery. Grant funded paramedic still moving forward. EMT grant also successful. On time performance for August 91%.

ACTION ITEMS:

Credit Card Authorization

Motion by Vella , second by Renken to approve Brian Scribner, Executive Director of Southwest Michigan Community Ambulance Service to sign a new credit card agreement with United Federal Credit Union for a new Commercial Visa with a \$10,000 credit limit (that has 2% cash back into account monthly automatically), and closing the previous Business Visa Account with a \$10,000 credit limit. Roll call vote Eric Renken (Yes), Jerry White (Yes), Chris Vella (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes), Tim Ganus (Yes), Gary Mihills (Yes) Motion carried (7-0).

Authorization to approve leasing agreement

Motion by Renken, second by Heyliger to approve quote from Somerset or Stryker for a leasing agreement of principal amount of \$338,220.21 to secure the purchase of equipment, with no lien on existing equipment, Roll call vote Eric Renken (Yes), Jerry White (Yes), Chris Vella (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes), Tim Ganus (Yes), Gary Mihills (Yes) Motion carried (7-0)

Authorization to purchase equipment

Motion by Renken, second by Kasprzak to approve quote from Stryker, for the purchase of six (6) new Power Pro 2 cots and six (6) new Power Load systems for a total price of \$338,220.21 Roll call vote Eric Renken (Yes), Jerry White (Yes), Chris Vella (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes), Tim Ganus (Yes), Gary Mihills (Yes) Motion carried (7-0)

***Huff Arrives at 16:40**

Discussion Items

Motion by Renken, second by Heyliger to have a CPA determine what the buy in costs would be for Cass County and try to determine with the methodology for cost determination would be for other contracts or interested parties would be calculated at and how. Roll call vote Eric Renken (Yes), Jerry White (Yes), Chris

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Vella (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes), Tim Ganus (Yes), Gary Mihills (Yes), Ric Huff (Yes) Motion carries (8-0)

Discussion regarding the Articles of Incorporation and By-Laws: Attorney will mediate and facilitate a meeting with community decision makers

COMMENTS

Sofia De Jong states that employees are being listened to but then told that it's complicated. Employees feel dismissed and unheard. Dan Linn is concerned over Cass County being a distraction to leadership. We are spread too thin.

Motion to Adjourn at 17:08 by Renken, second Huff to adjourn. 5:37 PM voice vote (8-0)