

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE  
BOARD OF TRUSTEES  
Minutes  
September 19, 2024  
4:00 p.m.

**CALL TO ORDER**

The Regular September 19, 2024 meeting was called to order by Bill Kasprzak at 4:00 p.m.

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

**ABSENT:** None

**OTHERS PRESENT:** Brian Scribner (Executive Director), Josh Kay (Operations Manager), Tim Rogers (Niles City Council), SMCAS employee

**ADDITIONS / CORRECTIONS TO AGENDA**

Scribner requests that an agenda item be added for consideration of a quote for the purchase of Lucas Devices.

**Motion by Renken, second by Huff, to approve the agenda with additional agenda item. Voice Vote (8-0) Motion Carries**

**APPROVAL OF MINUTES – August 15, 2024 Regular Meeting**

**Motion by Huff, second by Money, to approve the August 15, 2024, Regular Meeting Minutes. Voice Vote (8-0) Motion Carries**

**COMMITTEE REPORTS**

*Safety Committee:*

Josh presented minutes and update on Safety Committee progress

*Finance Report:*

Scribner presented the August 2024 Financial Reports.

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

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*Approval of Checks:*

The board reviewed the check register as presented.

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

**Aging Report**

Josh Kay presented the August aging report.

**DIRECTOR'S REPORT**

Scribner presented the Director's report.

One full time opening

SMCAS named in lawsuit

Articles of incorporation are submitted to State of Michigan

Discussion regarding potential merger

**Motion by Renken second by Kasprzak to approve pursuing discovery phase of SMCAS/Medic 1 merger. Roll call vote Wendi Heyliger (Yes), Gary Mihills(Yes),Chris Vella (Yes), Ric Huff (Yes), Larry Money (Yes), Eric Renken(Yes), Bill Kasprzak(Yes), Jerry White (Yes) Motion carried (8-0).**

Response time performance 93% for P1 responses

**ACTION ITEMS:**

Consideration of quote for the purchase of two refurbished Lucas devices for a total price of \$25,000.

**Motion by Heyliger, second by Huff to approve the purchase of two (2) Lucas Devices for a total price of \$25,000. Roll call vote Wendi Heyliger (Yes), Gary Mihills (Yes), Chris Vella (Yes), Ric Huff (Yes), Larry Money (Yes), Eric Renken(Yes), Bill Kasprzak(Yes), Jerry White (Yes) Motion carried (8-0).**

**DISCUSSION ITEMS: .**

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**COMMENTS**

Kay requests that the Cass Contract be finalized as soon as possible.

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