

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

CALL TO ORDER

The Regular April 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), Gary Mihills (Pokagon), Ric Huff (City of Niles), Eric Renken Co-Chair (Milton Township), Tim Ganus (City of Buchanan), Wendi Heyliger (Buchanan Township)
*Attended by Zoom (cannot vote)

ABSENT: None

OTHERS PRESENT: Brian Scribner (Executive Director), Josh Kay (Operations Manager), Tim Rogers (Niles City Council), Marge Durn-Hiat (Niles Township), Dan Pulaski (Niles Township), Shawn Dennison (City of Buchanan)

ADDITIONS / CORRECTIONS TO AGENDA None

APPROVAL OF MINUTES – March 21, 2024 Regular Meeting

Motion by Renken, second by Kasprzak, to approve the March 21, 2024 Regular Meeting Minutes. Voice Vote (7-0) Motion Carries

COMMITTEE REPORTS

Safety Committee:

There was no Safety Committee Meeting this month.

Finance Report:

Scribner presented the February 2024 Financial Reports.

Motion by Renken seconded by Ganus to approve the March 2024 Financial Report. Roll call vote Wendi Heyliger (Yes), Chris Vella (Yes), Bill Kasprzak (Yes), Tim Ganus (Yes), Gary Mihills (Yes), Ric Huff (Yes), Eric Renken (Yes), Motion carried (7-0).

Approval of Checks:

The board reviewed the check register as presented.

Motion by Kasprzak seconded by Huff to approve Checks Written # 28544 - # 28613 totaling \$ 113,876.42. Roll call vote Wendi Heyliger (Yes), Chris Vella (Yes), Bill Kasprzak (Yes), Tim Ganus (Yes), Gary Mihills (Yes), Ric Huff (Yes), Eric Renken (Yes), Motion carried (7-0).

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Aging Report

Josh Kay presented the aging report. Discussion regarding the continued improvement of the billing cycle.

DIRECTOR'S REPORT

Scribner provided the directors report for April 2024. Staffing updates. Hotline establishment. EMS Week Planning. Ambulance Purchase and delivery.

On-time performance for primary coverage area was 95% for April 2024.

ACTION ITEMS: None

DISCUSSION ITEMS:

Discussion regarding bylaws and the role of contracting agencies on board.

COMMENTS

Motion to Adjourn at 17:00 by Ganus, second Renken to adjourn. Voice vote (7-0)