

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE  
BOARD OF TRUSTEES

Minutes  
April 21, 2022  
4:00 p.m.

**CALL TO ORDER**

The Regular April 21, 2022 meeting was called to order by Bill Kasprzak at 4:02 p.m.

**PRESENT:** Matt Remmo (Bertrand Township), Gary Mihills (Pokagon), Christine Vella (Niles Township), Tim Ganus (City of Buchanan), Bill Kasprzak, Chairman (Howard Township), Ric Huff (Niles City).

**ABSENT:** Eric Renken Co-Chair (Milton Township), Brad Huebner (Buchanan Township)

**OTHERS PRESENT:** Brian Scribner (Executive Director)

**ADDITIONS / CORRECTIONS TO AGENDA**

None.

**APPROVAL OF MINUTES – March 17, 2022**

**Motion by Remmo, second by Ganus, to approve the March 17, 2022 minutes. Voice Vote (7-0)**

**COMMITTEE REPORTS**

*Safety Committee:*

There was no Safety Committee Meeting this month.

*Finance Report:*

Scribner presented the March 2022 Financial Reports.

**Motion by Huff seconded by Renken to approve the March 2022 Financial Report. Roll call vote Gary Mihills (yes), Eric Renken (yes), Tim Ganus (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Wendy Heyliger (Yes) Motion carried (7-0).**

*Approval of Checks:*

The board reviewed the check register as presented.

**Motion by Huff seconded by Renken to approve # 27530 - # 27547 totaling \$56,046.57 as presented. Roll call vote Gary Mihills (yes), Eric Renken (yes), Tim Ganus (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Wendy Heyliger (Yes) Motion carried (7-0).**

**Aging Report**

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Brian Scribner presented the aging report.

**DIRECTOR'S REPORT**

Scribner presented the directors report for March. We are fully staffed. Scribner presented a draft budget for discussion. Scribner opened a discussion regarding the renewal of the Special Assessment District for SMCAS. There was discussion regarding the amount needed over the next five years to support SMCAS. Scribner will formally present a budget for 2022-2023 in the May Regular meeting.

SMCAS on timed performance for P-1 responses was 92% for March.

**ACTION ITEMS:**

Scribner presented a contract renewal for billing services through Mobile Health Resources. This contract increases to charge for services from 5.7% of collected revenue to 6%. Scribner estimate an increase in expense from 7,000 – 8,000 annually. This expense is in-line with other billing companies we have investigated.

**Motion by Remmo seconded by Kasprzak to approve the contract for continued billing services the Mobile Health Resources as presented. Roll call vote Gary Mihills (yes), Eric Renken (yes), Tim Ganus (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Wendy Heyliger (Yes) Motion carried (7-0).**

**DISCUSSION ITEMS:**

None

**COMMENTS**

. None

Motion to Adjourn at 17:09 by Ganus seconded by Renken Voice vote (7-0) Motion Passed