

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
October 16, 2025
4:00 p.m.

CALL TO ORDER

The Regular October 16, 2025 meeting was called to order by Bill Kasprzak at 4:00 p.m.

PRESENT: Joe Ray (City of Niles), Larry Money (City of Buchanan), Linda Preston (Pokagon), Bill Kasprzak Chair (Howard Township), Chris Vella (Niles Township), Wendi Heyliger (Buchanan Township); Jerry White (Bertrand Township)*

*Jerry White on zoom

ABSENT: Eric Renken Co-Chair (Milton Township),

OTHERS PRESENT: Brian Scribner (Executive Director), Tim Rogers (Niles City), Josh Kay, Tyler Edwards, Janine Brunner (Jefferson Township)

ADDITIONS / CORRECTIONS TO AGENDA

None

APPROVAL OF MINUTES – September 18, 2025 Regular Meeting

Motion by Kasprzak, second Heyliger, to approve the September 18, 2025 minutes, Voice Vote (6-0) Motion Carries

COMMITTEE REPORTS

Safety Committee:

Josh reported on Safety Committee activities

Finance Report:

Scribner presented the September 2025 Financial Reports.

Motion by Money, second by Heyliger to approve The September 2025 Financial Reports. Roll call vote Joe Ray (Yes), Larry Money (Yes), Linda Preston (Yes), Wendi Heyliger (Yes), Bill Kasprzak (Yes), Chris Vella (Yes), Motion carried (6-0).

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Approval of Checks:

The board reviewed the check register as presented.

Motion by Heyliger, second by Money to approve review of Checks Written # 29523 - 29565- Totaling \$116,618.58 and ACH expenditures totaling \$71,102.76 (Action Item). Roll call vote Ron Ray (Yes), Chris Vella (Yes), Larry Money (Yes), Linda Preston (Yes), Wendi Heyliger (Yes), Bill Kasprzak (Yes), Motion carried (6-0).

Aging Report

Scribner and Kay presented the September aging report.

DIRECTOR'S REPORT

Scribner presented the Director's report.
Meeting with Reddi HR
New SUV is being outfitted
Merger Discovery update
Cass County contract Update
Overtime performance

ACTION ITEMS:

Cass County Ambulance Authorities Contract

Motion by Kasprzak, second by Vella to approve the Cass County Contract as presented. (Action Item). Roll call vote Ron Ray (Yes), Chris Vella (Yes), Larry Money (Yes), Linda Preston (Yes), Wendi Heyliger (Yes), Bill Kasprzak (Yes), Motion carried (6-0).

DISCUSSION ITEMS: .

COMMENTS:

Motion to Adjourn at 14:41 by White, second Heyliger to adjourn. Voice vote (6-0)