

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
April 16, 2026
4:00 p.m.

CALL TO ORDER

The Regular April 16, 2026 meeting was called to order by Bill Kasprzak at 4:01 p.m.

PRESENT: Ric Huff (City of Niles), Larry Money (City of Buchanan), Bill Kasprzak Chair (Howard Township), Chris Vella (Niles Township), Wendi Heyliger (Buchanan Township),

ABSENT: Jerry White (Bertrand Township), Rich Mullin (Milton Township), Linda Preston (Pokagon),

OTHERS PRESENT: Brian Scribner (Executive Director), Josh Kay (Operations Manager), Tim Rogers

ADDITIONS / CORRECTIONS TO AGENDA - None

APPROVAL OF MINUTES – March 19, 2026 Regular Meeting

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Motion by Huff, second Money, to approve the March 19, 2026 minutes, Voice Vote (5-0) Motion Carries

COMMITTEE REPORTS

Safety Committee:

No Update.

Finance Report:

Scribner presented the March 2026 Financial Reports.

Motion by Huff, second by Money to approve The March 2026 Financial Reports. Roll call vote Ric Huff (Yes), Chris Vella (no), Larry Money (Yes), Wendi Heyliger (Yes), Bill Kasprzak (Yes) Motion carried (4-1).

Approval of Checks:

The board reviewed the check register as presented.

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Motion by Kasprzak, second by Huff to approve Checks 29793 – 29817 Totaling 28,925.99 and expenditures totaling 25,821.32 (Roll call vote Ric Huff (Yes), Chris Vella (yes), Larry Money (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes) Motion carried (5-0).

Aging Report

Brian Scribner presented the March aging report.

DIRECTOR'S REPORT

Fully Staffed
Newest Ambulance Order is going on production May 4th
Redde HR and Paylocity roll out, First Payroll ran on April 7
Merger Discovery – Joint Executive Board Meeting
Fee Schedule Exploration
On time performance 89%

ACTION ITEMS:

Selection of New Co-Chair. With the departure of Eric Renken from the board, a new co-chair needs to be selected.

Heyliger nominated Larry Money. Larry accepted.

Motion by Heyliger, second by Vella to appoint Larry Money as Co-Chair for the SMCAS Board of Trustees. Roll call vote Ric Huff (Yes), Chris Vella (yes), Larry Money (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes) Motion carried (5-0).

DISCUSSION ITEMS: .

COMMENTS:

Motion to Adjourn at 16:42 by Heyliger, second Vella to adjourn. Voice vote (5-0)