

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
May 21, 2026
4:00 p.m.

CALL TO ORDER

The Regular May 21, 2026 meeting was called to order by Bill Kasprzak at 4:00 p.m.

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

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

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

ADDITIONS / CORRECTIONS TO AGENDA - None

APPROVAL OF MINUTES – April 16, 2026 Regular Meeting

Motion by Heyliger, second Money, to approve the April 16, 2026 minutes, Voice Vote (6-0) Motion Carries

COMMITTEE REPORTS

Safety Committee:

Presented by Josh Kay.

Finance Report:

Scribner presented the April 2026 Financial Reports.

Motion by Kasprzak, second by Preston to approve The March 2026 Financial Reports. Roll call vote Joe Ray (Yes), Chris Vella (Yes), Larry Money (Yes), Wendi Heyliger (Yes), Bill Kasprzak (Yes), Linda Preston (Yes) Motion carried (6-0).

Approval of Checks:

The board reviewed the check register as presented.

Motion by Ray, second by Vella to approve Checks 29818 - 29864 Totaling 51,915.01 and expenditures totaling 160,650.70 Roll call vote Joe Ray (Yes), Chris Vella (yes), Larry Money (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes), Linda Preston (Yes) Motion carried (6-0).

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Aging Report

Brian Scribner presented the April aging report.

DIRECTOR'S REPORT

Fully Staffed
Newest Ambulance Order is going on production May 4th
Redde HR and Paylocity roll out, Continuing to work through challenges.
Asking for approval for next phase in merger discovery.
On time performance 91%

ACTION ITEMS:

Motion by Heyliger, second by Vella to move forward with merger discovery with consulting fees not to exceed \$86,405. Discussed and rescinded.

Motion by Heyliger, second by Vella to move forward with the discovery process for the legal and governmental structure with PWW/AG not exceeding \$33697.95 Discussed and rescinded

Motion by Heyliger, second by Vella to move forward with the discovery process for the legal and governmental structure with PWW/AG not exceeding \$10348.65 with the ability to continue with board approval.

Motion by Heyliger, second by Vella to move forward with the discovery process for the legal and governmental structure with PWW/AG not exceeding \$10348.65 with the ability to continue with board approval. Roll call vote Joe Ray (Yes), Chris Vella (Yes), Larry Money (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes), Linda Preston (Yes) Motion carried (6-0).

DISCUSSION ITEMS: .

COMMENTS:

Mrs. Linn Spoke about her concerns for a merger and mandatory overtime.

Motion to Adjourn at 16:42 by Heyliger, second Money to adjourn. Voice vote (6-0)