

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
June 25, 2026
4:00 p.m.

CALL TO ORDER

The Regular June 25, 2026 meeting was called to order by Bill Kasprzak at 4:00 p.m.

PRESENT: Joe Ray (City of Niles), Bill Kasprzak Chair (Howard Township), Chris Vella (Niles Township), Wendi Heyliger (Buchanan Township), Rich Mullin (Milton Township), Jerry White (Bertrand Township)

ABSENT: Larry Money (City of Buchanan), Linda Preston (Pokagon)

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

ADDITIONS / CORRECTIONS TO AGENDA -

Addition of budget approval, and vehicle lease Voice Vote (6-0)

APPROVAL OF MINUTES – May 21, 2026 Regular Meeting

Motion by Ray, second Vella, to approve the May 21, 2026 minutes, Voice Vote (6-0) Motion Carries

COMMITTEE REPORTS

Safety Committee:

No Report.

Finance Report:

Scribner presented the May 2026 Financial Reports.

Motion by Kasprzak, second by Heyliger to approve The May 2026 Financial Reports. Roll call vote Joe Ray (Yes), Chris Vella (Yes), Rich Mullin (Yes), Wendi Heyliger (Yes), Bill Kasprzak (Yes), Jerry White (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 written 29884 – 29914 Totaling \$43,652.77 and expenditures totaling \$70,513.50 Roll call vote Joe Ray (Yes), Chris Vella

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**(Yes), Rich Mullin (Yes), Wendi Heyliger (Yes), Bill Kasprzak (Yes), Jerry White (Yes)
Motion carried (6-0).**

Aging Report

Brian Scribner presented the May 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:

Approval of 2026 – 2027 Annual Budget

**Motion by White, second by Vella to accept 7/21/2026 – 6/30/2027 Annual Budget
Roll call vote Joe Ray (Yes), Chris Vella (Yes), Rich Mullin (Yes), Wendi Heyliger
(Yes), Bill Kasprzak (Yes), Jerry White (Yes) Motion carried (6-0).**

Approval to move forward with lease agreement for purchase of new Ambulance.

**Motion by Heyliger, second by White to approve lease with United Federal Credit
Union as presented. Roll call vote Joe Ray (Yes), Chris Vella (Yes), Rich Mullin
(Yes), Wendi Heyliger (Yes), Bill Kasprzak (Yes), Jerry White (Yes) Motion carried
(6-0).**

DISCUSSION ITEMS: .

COMMENTS:

Motion to Adjourn at 16:51 by Heyliger, second Kasprzak to adjourn. Voice vote (6-0)