

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
December 15, 2022
4:00 p.m.

CALL TO ORDER

The Regular December 15, 2022 meeting was called to order by Bill Kasprzak at 4:00 p.m.

PRESENT: Matt Remmo (Bertrand Township), Bill Kasprzak, Chairman (Howard Township), Ric Huff (Niles City), Christine Vella (Niles Township), Eric Renken Co-Chair (Milton Township)*, Wendi Heyliger (Buchanan Township), Gary Mihills (Pokagon)

ABSENT: Tim Ganus (City of Buchanan)

OTHERS PRESENT: Brian Scribner (Executive Director); Josh Kay (Operations Manager); Joel Fredrickson, Siegfried Crandall, Barb Green

ADDITIONS / CORRECTIONS TO AGENDA

APPROVAL OF MINUTES – November 17, 2022

Motion by Remmo, second by Kasprzak, to approve the November 17, 2022 minutes. Voice Vote (7-0)

Presentation of the 2022 – 2023 Financial Audit of Southwestern Michigan Community Ambulance Service

Joel Fredrickson presented The annual audit of Southwestern Michigan Community Ambulance Service.

Motion by Huff seconded by Renken to accept the 2022-2023 financial audit as presented by Joel Fredrickson of Siegfried Crandall. Roll call vote Gary Mihills (yes), Chris Vella (yes), Wendi Heyliger (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Eric Renken (Yes) Motion carried (7-0).

COMMITTEE REPORTS

Safety Committee:

Josh reports there was no Safety Committee Meeting this month.

Finance Report:

Scribner presented the November 2022 Financial Reports.

Motion by Vella seconded by Kasprzak to approve the November 2022 Financial Report. Roll call vote Gary Mihills (yes), Chris Vella (yes), Wendi Heyliger (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Eric Renken (Yes) Motion carried (7-0).

Approval of Checks:

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The board reviewed the check register as presented.

Motion by Renken seconded by Vella to approve Checks Written #27853 - # 27895 totaling \$234,259.89 as presented. Roll call vote Gary Mihills (yes), Chris Vella (yes), Wendi Heyliger (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Eric Renken (Yes) Motion carried (7-0).

Aging Report

Josh Kay presented the aging report.

DIRECTOR'S REPORT

Scribner reports that we took delivery of our second ambulance purchase. In the progress of putting it in service

The SMCAS Website will go live very soon.

We are currently fully staffed. Scribner reported on an education grant that the state has announced. 9 million dollars are available. A maximum of \$350,000 can be requested. SMCAS will be actively pursuing this grant in partnership with Medic 1.

In November, SMCAS achieved better than 90% on-time performance for Priority One calls within our coverage area.

ACTION ITEMS:

Audit presentation (see above)

DISCUSSION ITEMS:

None

COMMENTS

Ric Huff discussed the need for us to explore ways to reduce responses into areas well-outside of our coverage area.

Motion to Adjourn at 16:40 by Renken to adjourn. Voice vote (7-0) Motion Passed