

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES

Minutes
July 21, 2022
4:00 p.m.

CALL TO ORDER

The Regular July 21, 2022 meeting was called to order by Bill Kasprzak at 4:00 p.m.

PRESENT: Matt Remmo (Bertrand Township), Gary Mihills (Pokagon), Tim Ganus (City of Buchanan), Bill Kasprzak, Chairman (Howard Township), Ric Huff (Niles City), Wendi Heyliger (Buchanan Township), Christine Vella (Niles Township)(*Arrived 16:04)

ABSENT: Eric Renken Co-Chair (Milton Township)

OTHERS PRESENT: Brian Scribner (Executive Director)

ADDITIONS / CORRECTIONS TO AGENDA

Scribner requests Fee Schedule and Budget Amendment be added to the budget.

APPROVAL OF MINUTES – June 16, 2022

Wendi Heyliger requested that her name be spelled correctly with an “i” instead of “y”

Motion by Kasprzak, second by Heyliger, to approve the June 16, 2022 minutes with one Correction. Voice Vote (7-0)

COMMITTEE REPORTS

Safety Committee:

Josh reports there was no Safety Committee Meeting this month.

Finance Report:

Scribner presented the June 2022 Financial Reports.

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

Approval of Checks:

The board reviewed the check register as presented.

Motion by Ganus seconded by Remmo to approve Checks Written # 27624 - # 27672 totaling \$77,043.62 as presented. Roll call vote Gary Mihills (yes), Chris Vella (yes), Tim Ganus (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes) Motion carried (7-0).

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Aging Report

Josh Kay presented the aging report.

DIRECTOR'S REPORT

Scribner presented the Directors report for July. Josh Kay is finishing up the install of our mobile 800MHz radios. We are working with Central Dispatch to roll out the transition.

Scribner reviewed the condition of the existing fleet. Our older vehicles are well over 200,000 miles. There is one truck on order with a one-year wait time. A truck has been found that is immediately available through Medix.

SMCAS responded to 148 P1 requests. On time performance for P-1 responses exceeded 90% for June.

ACTION ITEMS:

Approval of Purchase of New Metro Express 150 Type III with Chevy G-3500 Cutaway Chassis for \$156,534.00

Motion by Kasprzak seconded by Mihills to approve the purchase of ambulance for \$156,534.00 . Roll call vote Gary Mihills (yes), Chris Vella (yes), Tim Ganus (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes) Motion carried (7-0).

Scribner presented the updated fee schedule for 2022-2023

Motion by Remmo seconded by Vella to approve the 2022-2023 fee schedule as presented. Roll call vote Gary Mihills (yes), Chris Vella (yes), Tim Ganus (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes) Motion carried (7-0).

Scribner presented the 2022-2023 the amended annual budget for approval.

Motion by Mihills seconded by Kasprzak to approve the amended SMCAS 2022-2023 Annual Budget as presented. Roll call vote Gary Mihills (yes), Chris Vella (yes), Tim Ganus (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Wendi Heyliger (Yes) Motion carried (7-0).

DISCUSSION ITEMS:

None

COMMENTS

. None

Motion to Adjourn at 17:00 by Kasprzak to adjourn. Voice vote (7-0) Motion Passed