

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE  
BOARD OF TRUSTEES  
Minutes  
May 18, 2023  
4:00 p.m.

**CALL TO ORDER**

The Regular May 18, 2023 meeting was called to order by Bill Kasprzak at 4:04 p.m.

**PRESENT:** Wendi Heyliger (Buchanan Township), Tim Ganus (City of Buchanan), Jerry White (Bertrand Township), Ric Huff (Niles City), Christine Vella (Niles Township), Bill Kasprzak, Chairman (Howard Township)

**ABSENT:** Eric Renken Co-Chair (Milton Township), Gary Mihills (Pokagon);

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

**ADDITIONS / CORRECTIONS TO AGENDA** - None

**APPROVAL OF MINUTES – April 27, 2023**

**Motion by White, second by Kasprzak, to approve the April 27, 2023 minutes Voice Vote (6-0)**

**COMMITTEE REPORTS**

*Safety Committee:*

There was no Safety Committee Meeting this month.

*Finance Report:*

Scribner presented the April 2023 Financial Reports.

**Motion by Huff seconded by Ganus to approve the April 2023 Financial Report. Roll call vote Wendi Heyliger (yes), Jerry White (Yes), Tim Ganus (Yes), Ric Huff (Yes) Chris Vella (Yes), Bill Kasprzak (Yes) Motion carried (6-0).**

*Approval of Checks:*

The board reviewed the check register as presented.

**Motion by Huff seconded by Kasprzak to approve Checks Written # 28108 - # 28140 totaling \$207,550.82 as presented. Roll call vote Tim Ganus (Yes), Wendi Heyliger (Yes), Ric Huff (Yes), Jerry White (Yes) Chris Vella (Yes), Bill Kasprzak (Yes) Motion carried (6-0).**

**Aging Report**

Josh Kay presented the aging report.

**Motion by Ganus seconded by Huff to approve the Aging the Report. Voice Vote (6-0)**

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**DIRECTOR'S REPORT**

Scribner presented the Director's Report.  
Three new Hires in one month. The ambulance we ordered in 2020 is nearing completion. SMCAS and Medic one are in discussions with Hospital regarding an agreement to provide primary ambulance transportation.

**ACTION ITEMS:**

None

**DISCUSSION ITEMS:**

Scribner presented a Third Draft of the budget for 23-24 so that representatives can bring it back to their community leaders for review.

**COMMENTS**

None

**Motion to Adjourn at 17:04 by Ganus, second Vella to adjourn. Voice vote (6-0) Motion Passed**