

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
November 21, 2024
4:00 p.m.

CALL TO ORDER

The Regular November 21, 2024 meeting was called to order by Bill Kasprzak at 4:01 p.m.

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

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

OTHERS PRESENT: Brian Scribner (Executive Director), Josh Kay (Operations Manager) One SMCAS employee

ADDITIONS / CORRECTIONS TO AGENDA

None

APPROVAL OF MINUTES – October 17, 2024 Regular Meeting

Motion by Huff, second by Money, to approve the October 17, 2024, Regular Meeting Minutes. Voice Vote (6-0) Motion Carries

COMMITTEE REPORTS

Safety Committee:

Josh presented minutes and update on Safety Committee progress

Finance Report:

Scribner presented the October 2024 Financial Reports.

Motion by White, seconded by Huff to approve The October 2024 Financial Report. Roll call vote Wendi Heyliger (Yes), Chris Vella (Yes), Ric Huff (Yes), Larry Money (Yes), Jerry White (Yes), Bill Kasprzak(Yes), Motion carried (6-0).

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Approval of Checks:

The board reviewed the check register as presented.

Motion by Huff seconded by Vella to approve # 29000- # 29044 totaling \$50,185.41. Roll call vote Wendi Heyliger (Yes), Chris Vella (Yes), Ric Huff (Yes), Larry Money (Yes), Jerry White (Yes), Bill Kasprzak(Yes), Motion carried (6-0).

Aging Report

Josh Kay presented the October aging report.

DIRECTOR'S REPORT

Scribner presented the Director's report.
5 EMTs and 1 Paramedic in hiring process.
Second Ambulance v Deer collision has occurred. Same ambulance and station. Adding brush guard to this truck to prevent further damage.
Crews will have a catered meal for Thanksgiving.
Annual audit started November 4, 2024
Merger discovery continues
SMCAS achieved 94.5% on-time performance for P-1 responses

ACTION ITEMS:

Consideration of appointment of Jerry White to conduct financial feasibility study for Cass County contract(s).

Motion by Kasprzak, second by Huff to approve appointment of Jerry White to conduct feasibility study on behalf of SMCAS board to be reimbursed by contracting municipalities. Roll call vote Wendi Heyliger (Yes), Chris Vella (Yes), Ric Huff (Yes), Larry Money (Yes), Jerry White (Yes), Bill Kasprzak(Yes), Motion carried (6-0).

DISCUSSION ITEMS: .

COMMENTS:

Motion to Adjourn at 17:22 by Money, second Huff to adjourn. Voice vote (6-0)