

SOUTHWESTERN MICHIGAN COMMUNITY AMBULANCE SERVICE
BOARD OF TRUSTEES
Minutes
November 17, 2022
4:00 p.m.

CALL TO ORDER

The Regular November 17, 2022 meeting was called to order by Bill Kasprzak at 4:02 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), Tim Ganus (City of Buchanan)

ABSENT: Gary Mihills (Pokagon)

OTHERS PRESENT: Brian Scribner (Executive Director); Josh Kay (Operations Manager); Dr. Beyer, BCMCA Medical Director; Al Dibrito, Spectrum representative; One member of the public, Barb Green

ADDITIONS / CORRECTIONS TO AGENDA

APPROVAL OF MINUTES – October 20, 2022

Motion by Remmo, second by Kasprzak, to approve the October 20, 2022 minutes. Voice Vote (6-0)

*Eric Renken Arrives at 16:08

COMMITTEE REPORTS

Safety Committee:

Josh reports there was no Safety Committee Meeting this month.

Finance Report:

Scribner presented the October 2022 Financial Reports.

Motion by Huff seconded by Remmo to approve the October 2022 Financial Report. Roll call vote Tim Ganus (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:

The board reviewed the check register as presented.

Motion by Huff seconded by Renken to approve Checks Written #27806 - # 27852 totaling \$94,405.04 as presented. Roll call vote Tim Ganus (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

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Josh Kay presented the aging report.

DIRECTOR'S REPORT

Scribner turned the floor over to Dr. Beyer to discuss challenges with mutual aid with surrounding agencies.

Scribner reports that we will soon be taking delivery of our second ambulance purchase.

The SMCAS Website is in it's final phase and it should go live very soon.

Staffing has been a challenge. Crews continue to assist in recruitment activities. Josh has been developing incentives to encourage part-time employees to work.

In September, SMCAS received 156 Priority 1 requests for service. We achieved better than 90% on-time performance for calls within our coverage area.

ACTION ITEMS

Scribner asks for consideration of debt forgiveness totaling \$757.80 after presenting investigation into a financial hardship request.

Motion by Renken seconded by Huff to approve the approve Debt forgiveness as presented totaling 757.80. Roll call vote Tim Ganus (yes), Chris Vella (yes), Wendi Heyliger (yes), Matt Remmo (Yes), Ric Huff (Yes), Bill Kasprzak (Yes), Eric Renken (Yes) Motion carried (7-0).

DISCUSSION ITEMS:

COMMENTS

Barb Green, a member of the public asked if SMCAS could generate more revenue through stand-by activities. Scribner stated that SMCAS provides paid standby service when it is requested. However, this is a very small revenue stream and the market for additional paid standby service is not there.

Motion to Adjourn at 17:30 by Renken to adjourn. Voice vote (7-0) Motion Passed