

WHITE LAKE AMBULANCE AUTHORITY

8220 Whitehall Rd., Whitehall 49461

June 29, 2022 Board Meeting Minutes

DISCLAIMER: THIS MEETING IS TAKING PLACE IN PERSON AND PUBLIC ALLOWED TO ATTEND BUT MUST FOLLOW MASKE REQUIREMENTS IF UNVACCANTIATED. THIS MEETING WILL ALSO BE LIVE STREAMED USING FACEBOOK LIVE AND CAN BE ACCESSED THROUGH THE WHITE LAKE AMBULANCE FACEBOOK PAGE.

1. Call to Order - Meeting called to order at 1600 by Jeff King, Board Chairman.
 - a. Roll Call – Board Members Present: Mike Cockerill, Bruce Froelich, Jeff Abram, Jeff King, and Chuck Schmitgal. Also present: Jonathon Degen, Terri VanderLeest, and Amy Rusin.
 - b. Technology check – new mic working well
2. Pledge of Allegiance
3. Agenda Approval – King requested to remove “budget hearing” from agenda.
Motion made by Abram and supported by Froelich to approve agenda with removal of “budget hearing.” Motion carried all in favor.
4. Approval of Minutes from May 2022 – King proposed adding closing time to item 6c.
Motion by Froelich and supported by Schmitgal to approve May 2022 meeting minutes with addition of closing time of 1625 added to 6c. Motion carried all in favor. Abram to make changes as he has access to Word document. Financials will be included as an appendix in addition to closing time in 6c.
5. Financials
 - a. Accounts Payable (Appendix I) – Terri VanderLeest provided overview of accounts payable. Noted two insurance premium payments, Stryker Medical, and Travelocity for Degen’s conference airfare. Late additions of \$18,396 for new stretcher and installation and staff uniform reimbursements for \$134.03, \$195.04, \$65.00, and \$114.68 will need to be added to accounts payable for new total of \$94,600.25.
 - i. Motion to approve bill pay in the amount of \$94,600.25 made by Schmitgal, supported by Froelich. Motion carried with roll call vote of 5-0 all in favor.
 - b. Overview of profit/loss and budget performance (Appendix II) – VanderLeest noted run income for the month was \$38,133.86 and delinquent tax payment from the County was received.
 - i. Froelich commented it was good to see actual expenditures were just below budgeted amounts.
 - ii. King observed line item 714 PTO hours were about half of budgeted amount. VanderLeest informed the last payroll is not included yet in the figures. Some staff save PTO for in case of emergency. King inquired how PTO is budgeted. VanderLeest and Degen informed this is if all staff used maximum PTO for the year. Discussion on alternatives to encourage staff to use PTO throughout the year.

- iii. King noted net income is about 3.5 times more than expected. Degen informed this may be due to Medicaid is currently paying Medicare rates along with increased transfers and overall call volume.
Balance Sheet (Appendix III) – presented by VanderLeest. Board discussion on interest rates.
- 6. Financial Officer Report – presented by Degen for Stumpo.
 - a. Billed Transport volume for May was 94.
 - b. Call Revenue for May was \$42,019.96. Down slightly from April, but expected to increase during the summer.
- 7. Personnel Committee – Abram apprised the board that the committee did not meet last month. There is one outstanding issue to be resolved.
- 8. Director’s Report
 - a. Run Review: 147 total calls with 64 billable calls in May, 23 stand-bys for ProMed. Call response time was an average of 10.31 minutes overall, 8.07 minutes for White Lake area, and 7.93 minutes for priority one calls. Froelich commented it was reported that ProMed response time is City is 15-25 minutes.
 - b. Image Trend Conference in June
 - i. Degen will be attending. Hotel, conference admission, and flight already purchased.
 - c. Degen will be on vacation in July and unable to attend next board meeting.
 - d. Need to hire more staff. Medic Marecek is planning on instructing EMT courses at the station.
- 9. Public comment – “Melanie” commented that crew and Degen are doing a good job.
- 10. Board Comment – Froelich thanked everyone. Abram reminded that he will be on vacation during July’s board meeting.
- 11. Adjournment - motion was made by Abram and supported by Cockerill to adjourn, all in favor. Meeting adjourned at 1642.

Jeff King, Chairman

Amy Rusin, Recording Secretary