

WHITE LAKE AMBULANCE AUTHORITY

8220 Whitehall Rd., Whitehall 49461

September 28, 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. Technology check and Roll Call – Board Members Present: Mike Cockerill, Bruce Froelich, Jeff King, and Chuck Schmitigal. Also present: Paul Schultz, Jonathon Degen, Dion Stumpo, Terri VanderLeest, and Amy Rusin.
2. Pledge of Allegiance
3. Agenda Approval

Motion made by Froelich and supported by Abram to approve agenda. Motion carried all in favor.
4. Approval of Minutes from August 2022

Motion by Abram and second by Froelich. Motion carried all in favor.
5. Financials
 - a. Accounts Payable (Appendix I) – VanderLeest provided overview of accounts payable.
 - i. Items of note included bill from Scholten Fant for policy generation and reimbursement received from liability insurance.
 - ii. Motion to approve bill pay in the amount of \$33,373.09 made by Schmitigal, supported by Cockerill. Motion carried with roll call vote of 5-0 all in favor.
 - b. Overview of profit/loss and budget performance (Appendix II) – presented by VanderLeest.
 - i. Noted line item 690 collections money received
 - ii. VanderLeest also remarked on line item 753 Unemployment Payments – may need to make budget adjustments.
 - c. Balance Sheet (Appendix III)
 - i. VanderLeest reported all CDs have been cashed in and placed in HarborLight high yield savings account
 - ii. Line item 145 Furniture noted by VanderLeest to be recliners purchased for the Whitehall Station. Degen estimates delivery to be in December. Froelich queried how frequently recliners will need to be replaced. Degen informed current recliners are at 5 year mark, but with increased use could need to be replaced ever 3-5 years.

6. Financial Officer Report given by Stumpo
 - a. Billed Transport volume: 66.
 - b. Audit currently on hold per WLAA, however, all documents are pulled and will need to be scanned to auditor. Deadline is end of the calendar year.
7. Personnel Committee did not meet this month
8. Director's Report presented by Degen
 - a. Run Review 154 calls in August with 17 stand-bys. Call response time was an average of 9.46 minutes overall, 8.71 minutes for White Lake area, and 8.17 minutes for priority one calls.
 - i. Discussion on call response time from ProMed to City of Whitehall
 - ii. New dispatch system goes live October 25th
 - iii. Degen to attend conference in November
 - iv. Three new staff hired; one resigned before starting as moved out of the area. EMT class is in planning phase
 - v. Working with Health West on mental health training to assist with decreasing non-medical transports to emergent departments
 - vi. Director met with ProMed on covering Fruitland and City of Whitehall. Degen will be monitoring their coverage and WLAA response to these areas.
 - b. Recliner chairs have been ordered
 - c. Harassment Policy Training will begin in October.
 - i. Motion to approve Equal Opportunity Policy as written made by Schmitigal and supported by Froelich. Motion carried all in favor. Effective date today and to be reviewed annually
 - d. Received two quotes on ambulance re-chassis; \$60,000 difference between the two, will look at getting a third.
9. Public comment – none
10. Board Comment – Abram stated keep up the good work. Froelich thanked director for monitoring trends with ProMed coverage
11. Adjournment - motion was made by Abram and supported by Schmitigal to adjourn, all in favor. Meeting adjourned at 1649.

Jeff King, Chairman

Amy Rusin, Recording Secretary