

WHITE LAKE AMBULANCE AUTHORITY

8220 Whitehall Rd., Whitehall 49461

January 25, 2023 Board Meeting Minutes

1. Call to Order - Meeting called to order at 1559 by Jeff King, Board Chairman.
 - a. Roll Call – Board Members Present: Bruce Froelich, Jeff Abram, Jeff King, Chuck Schmitigal, and Mike Cockerill. Also present: Paul Schultz, Jonathon Degen, Dion Stumpo, Terri VanderLeest, and Amy Rusin.
2. Pledge of Allegiance
3. Agenda Approval
 - Motion made by Schmitigal and supported by Froelich to approve agenda as written.
 - Motion carried all in favor.
4. Approval of Minutes from December 2022
 - Motion by Froelich and second by Abram. Motion carried all in favor.
5. Financials
 - a. Accounts Payable (Appendix I) – VanderLeest provided overview of accounts payable.
 - i. Additions to accounts payable to include Wal-Mart for cleaning supplies in the amount of \$136.18 and Ace Hardware for lightbulbs in the amount of \$7.83. Total additions amount to \$144.01 to total accounts payable for \$17,662.51.
 - ii. Also of note, no payment made to Blue Care Network this month as will be changing over to Priority Health for employee insurance coverage. Premiums went up about \$1,000.
 - iii. Motion to approve bill pay in the amount of \$17,662.51, plus additional payment to Priority Health for unknown amount, made by Schmitigal, 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) – presented by VanderLeest.
 - i. Charges for runs this month was \$10,595.86. Accumed is behind on billing from the holiday season and should see catch up on next month's run charges.
 - ii. Froelich observed line item 711 Payroll - per diem was over 70% of budgeted expenses and only at half of the fiscal year. Stumpo informed there is an increased number of paramedics picking up open EMT shifts causing the increase in budgeted funds.
 - c. Balance Sheet (Appendix III)
 - i. VanderLeest disclosed she is waiting to hear back from Choice One Bank on current CD rates.
6. Financial Officer Report
 - a. Billed Transport volume was 21 for the month of December which is significantly lower than previous. Stump stated this was again related to Accumed being behind on billing from over the holidays. It is expected will see the balance next month.

- b. Call Revenue for December totaled \$43,344.75.
 - i. Froelich noted there has only been one December higher than this.
 - ii. Cockerill remarked a nurse from his township stated the Emergency Rooms have been overwhelmed after midnight with patients using them for primary care services.
 - iii. Froelich queried since WLAA net position has been improving if there should be a discussion on lowering the millage. Stumpo reminded they will be working on a draft budget for March. Schmitgal advised that costs of fuel and supplies are increasing.
 - iv. Froelich pointed out typo on page 15 of the audit stating “cost uncured” should be “cost incurred.”
 - v. King informed the Lake Michigan CPA may be interested in taking on WLAA audit next year.

- 7. Personnel Committee
 - a. Abram advised that the committee did not meet.
 - b. State proposed increase to minimum wage may affect new hires

- 8. Director’s Report
 - a. Degen presented run review for the year of 2022: 1,709 billable calls in were taken by WLAA in 2022. Call response time was an average of 10.23 minutes overall, 8.36 minutes for White Lake area, and 7.74 minutes for priority one calls.
 - i. Degen announced revenue from transportation calls from Lakeshore to Muskegon were about \$71,000 for 2022. Froelich declared this was about \$13% of WLAA’s income and they should continue accepting transport when possible for the revenue.
 - b. Carpet installation quotes were reviewed.
 - i. Motion made by Abram and supported by Cockerill to approve the LBJ Flooring quote in the amount of \$3,332.41. Motion carried with a roll call vote of 5-0 all in favor.
 - c. Degen informed the board he is looking into a Federal equipment grant that may pay for the Stryker mount lift for the re-chassis ambulance. This is due by February 10, 2023.
 - d. Discussion on changing employee health insurance from Blue Care Network to Priority Health. Degen advised the plans are comparable with coverage. Deductibles would be higher, but less than the new Blue Care Network plan proposed. Froelich reminded Degen has the freedom to change plans and does not need the board vote.
 - e. Bio Care quote will need to be updated to removed TB testing for employees and will re-visit this at the February regular meeting.
 - i. Abram noted Bio Care did uncover health issues for some employees on Blue Lake Fire and is supportive of the screening.
 - ii. King queried if employees can choose some services and not others. Degen will request more information on this to present next month.
 - f. Degen held staff meetings to discuss training, ProMed calls, and transfer decisions.

- 9. Public comment – None

- 10. Board Comment – None

11. Adjournment - motion was made by Abram and supported by Schmitigal to adjourn, all in favor.
Meeting adjourned at 1658.

Jeff King, Chairman

Amy Rusin, Recording Secretary