

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE

November 14, 2019 - Committee Minutes (w/additional actions noted required between meetings)

Submitted by: Cheryl Burrows, EMS Coordinator

MEMBERS (emailed packet): Lee Hadden, Chairman, Josh DeHerrera, Vice Chair, Dede Utley, Secretary/Treasurer, Cheryl Burrows, Staff Acting Secretary/Treasurer (EMS Coordinator)
Members reviewed Financial Report emailed & vouchers in person by Chairman.

ACTION ITEMS:

- **Treasurer’s Report / Vouchers:** Coordinator

Account Balance:

- Checking 2019 = \$ 103,320.30
Total Balance = \$ 103,320.30

Program Balances:

- 2019 Office = \$ 85,757.11
- FY20 Training = \$ 17,563.19
Total Balance = \$ 103,320.30

The Executive Committee reviewed and approved payroll & benefits for October and vouchers as noted. All account activities were available for review.

Checks issued for 2019: #5955-5967 (13) = \$ 16,098.57

Voided checks: none

TOTAL PAYMENTS = \$ 16,098.57

- **Other – Committee/Chair action:**

- EMS Assistant status report. Overall going well.
- County HR Wage Survey & Year-end Budget Estimate provided for advanced advisement. County HR Director, Lisa Young will attend 12/5/19 EMS Council meeting
- Preapproved documents for Chairman’s signature -
 - Personal Action Forms for Wendy Moudy’s adjusted scheduled preapproved by Council and signed by Lee Hadden, Chair will be processed as noted unless performance is not meeting expectation. November = 24 hours and December = 32 hours
 - 2020 KVH Training Agreement & Addendum – Preapproved by Council pending review by KVH. Per KVH no changes proposed for 2020, the agreement will be processed as written.
 - 2020 EMT/EMR/EMT Refresher Course Applications.

Approved by:

Prepared by:

Lee Hadden, Chairman
Joshua DeHerrera, Vice Chair

Cheryl Burrows
EMS Coordinator

Date: _____