

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL

Executive Committee

July 13, 2018 - Committee Minutes

Submitted by: Cheryl Burrows, EMS Coordinator

MEMBERS: Lee Hadden, Chairman (SCEFD), Ray Risdon, Appointed Secretary/Treasurer, Cheryl Burrows, Acting Secretary/Treasurer (EMS Coordinator)

ACTION ITEMS:

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

Account Balances:

- Checking 2018 = \$ 48,125.81
- Savings = \$ 3,090.04
- Total Balance = \$ 51,215.85**

Program Balances:

- 2018 Office = \$ 40,799.87
- FY18 Training = \$ 10,690.98 – Pending Year-end Budget Resolution
- FY19 Training = \$ (275.00)
- Total Balance = \$ 51,215.85**

The Executive Committee reviewed payroll & benefits for June and vouchers in the amount of:

Checks issued for 2018: #5669-5688 (20) = \$ 13,677.87

Voided checks: 1-#5677

TOTAL PAYMENTS = \$ 13,677.87

Vouchers were approved. All account activities were available for review.

- **Other – Committee/Chair action (Council approved):**

- 7/10 – Cheryl provided written office space lease update to include review of utility rates, which seem to be within reason, and proposed lease agreement wording changes which seemed to be acceptable to the owner. A final draft of the new lease will not be provided until the EMS Office agrees to renew lease. Cheryl has not identified a new space.
- Approved written agreement with new background check company, Background Checkers of America, for initial training needs. Background checks are required per Training Agreement for hospital clinicals. This company is less expensive than previous company.
- Cheryl informed the Exec. Committee that she has been attending the KCFD#7 Commissioner meetings as a tax payer and commented at several of the meetings. Her name was mentioned by another attendee as being the EMS Coordinator and this person also mentioned the Medical Program Director and the EMS & Trauma Care Council. Cheryl noted that she never represented her opinion or inquiries as representing that of the EMS Office, MPD, or EMS & Trauma Care Council.

Approved by:

Prepared by:

 Lee Hadden, Chairman
 Joshua DeHerrera, Vice Chair
 Ray Risdon, Secretary/Treasurer

 Cheryl Burrows
 EMS Coordinator
 Acting Secretary/Treasurer

Date: _____