

**KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE**  
**January 13, 2023** - Committee Minutes (w/additional actions noted if required between meetings)  
**Submitted by** - Cheryl Burrows, EMS Coordinator

**MEMBERS (emailed packet 1/13/23):** Lee Hadden, Chairman, George Long, Vice Chairman, Geoff Scherer, Secretary/Treasurer, and staff-Cheryl Burrows, EMS Coordinator/Administrator.

**FINANCIAL REPORT / ACTION ITEMS:**

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

**Account Balance:**

- Checking = \$ 97,649.94
- **Total Balance = \$ 97,649.94**

**Program Balances:**

- 2022 Office = \$ 74,287.47 (Pending Year-end Budget Resolution)
- 2023 Office = (\$ 2,000.00) (Pending Year-end Budget Resolution)
- FY22 Training = \$ 25,362.47
- **Total Balance = \$ 97,649.94**

Checks issued (2022): #6596-6612, 6614 (17) = \$ 19,558.34

Checks issued (2023): #6613 (1) = \$ 1,000.00

Electronic Fund Transfer = \$ 375.96

Voided check(s): #6602

**TOTAL PAYMENTS = \$ 20,934.30**

The Executive Committee reviewed and approved vouchers and corresponding invoices for December, revenues, account registers, and activities for 12/9/22-1/12/23. All account activities were available for review in the form of Umpqua Bank Accounts Activity Summary, Quick Books register, and program spreadsheets. Chairman verified vouchers, signed and mailed checks.

• **Other Committee Action:**

- **SCR FY23 Training Grant Funding Request per Grant Agreement approval for Chair signature.** Total requested = \$7,664.76 and Remaining balance = \$5,131.90
  - 2023 Annual BLS online OTEP program 24-7 EMS = \$4,500.00
  - 2023 EMT Texts + other supplies = \$3,164.76
- **Request approval to deposit another \$7,000 from Life Support.** Training funds will be designated for a special project to develop recorded training materials to enhance initial and ongoing training, with local and specialized resources. Project plan to be presented 6/8.
- **MPD Personal Services Agreement** – As discussed at 12/8/22 Council meeting, naloxone for non-EMS responders with EMS licensed agencies has been approved by the underwriter for the insurance Company VFIS. Dr. Horsley has approved the revisions and signed updated 2023 Agreement.

**Approved by:**

**Prepared by:**

\_\_\_\_\_  
Lee Hadden, Chairman  
George Long, Vice Chair

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Cheryl Burrows  
EMS Coordinator

Date: \_\_\_\_\_