

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE
November 6, 2020 - Committee Minutes (w/additional actions noted if 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, EMS Coordinator/Administrator
Members reviewed Financial Report emailed & vouchers in person by Chairman.

FINANCIAL REPORT / ACTION ITEMS:

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

Account Balance:

- Checking 2020 = \$ 103,289.64
Total Balance = \$ 103,289.64

Program Balances:

- 2020 Office = \$ 85,767.72
- FY20 Training = \$ 17,521.92
Total Balance = \$ 103,289.64

Check issued: #6124-6134 (11) = \$ 13,959.10
Voided check(s): none
TOTAL PAYMENTS = \$ 13,959.10

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

- **Other – Committee/Chair update or action:**
- CWU Winter EMT Course Application – All is in order and referenced in FY21 Training Workplan.
- Health & Safety Credit Terms & Conditions form approved for new BLS OTEP Training Program through Health & Safety-24/7 starting 1/1/2021.
- EMS Asst. Update – Four interviews scheduled for 11/9. Dede, Ray, Cheryl, and Jeanne from HR are interview committee.
- Training update provided.
- 11/4 – Dede verified revenues with receipts and bank activity for the period 10/7-11/4/20. Banking credit report and all banking transactions for the same time period were attached to the financial report.
- 11/10 - \$1,000 Life Support Donation approved for deposit.

Approved by:

Lee Hadden, Chairman
Joshua DeHerrera, Vice Chair

Prepared by:

Cheryl Burrows
EMS Coordinator

Date: _____