

**KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE (EC)**  
**June 18, 2024** - Committee Minutes (w/additional actions noted if required between meetings)  
**Submitted by** - Cheryl Burrows, EMS Coordinator

**MEMBERS (emailed packet 6/18/24):** Lee Hadden, Chairman, Danielle Bertschi, Vice Chair, Geoff Scherer, Sec./Treas., and staff-Cheryl Burrows, EMS Coordinator

**FINANCIAL REPORT / ACTION ITEMS:**

- **Treasurer’s Report / Vouchers:** Coordinator  
**Account Balance:**
  - **Checking** = **\$ 144,448.32****Program Balances (1/26/24):**
  - 2024 Office = \$ 110,427.24
  - FY24 Training = \$ 34,021.08
  - Total Balance = \$ 144,448.32**

Checks issued (2024): #6874-6890 (17) = \$ 27,447.51  
 Electronic Fund Transfer (5/21/24) = \$ 322.07  
 Voided check(s): none  
**TOTAL PAYMENTS = \$ 27,769.58**

The Executive Committee reviewed and approved vouchers and corresponding invoices for May/June, revenues, account registers, and activities for 5/16/24-06/17/24. All account activities were available for review in the form of Umpqua Bank Accounts Activity Summary, Bank Statement, Quick Books register, reconciliation report, and program spreadsheets. Chairman verified vouchers, signed, and mailed checks on 6/18/24.

**Other Committee Action:** Sent out during month for review/approval as needed.

- 6/24 email request: Life Support event - MCI Manikin/Triage Tags funding request \$3,820 – Exec. Committee was notified Cheryl was submitting the funding request. There were no objections.
  - Adult MCI Manikin (blow up dolls): 10/Case, \$1,032.80 x 2 = 20 adult = \$2,066 (+t/s)
  - Pediatric MCI Manikin (blow up dolls): 10/Case = \$883 (+t/s)
  - Victim MCI Man & Peds Triage Cards and MCI tabletop kit = \$545 (+t/s)
- 6/28 (reviewed by Chair) - Draft FY25 SCR EMSTC Training Grant Agreement / Draft Budget/ Needs Assessment (final approval by council 8/8). Funding distribution can be adjusted throughout the training fiscal year.

**Updates provided:**

- DOH Report to Regions (May-June)
- Training Workplan items are on schedule. June makeup was cancelled due to 1 signup.
- Public Education opportunities are all scheduled through June. There are no public classes scheduled July-August.

**Approved by:**

**Prepared by:**

\_\_\_\_\_  
 Lee Hadden, Chairman  
 Danielle Bertschi, Vice Chair

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 Cheryl Burrows  
 EMS Coordinator

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