

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE

January 17th, 2025 - Committee Minutes

Submitted by - Cheryl Burrows, EMS Coordinator

MEMBERS (emailed packet 11/18/24): 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** = **\$ 147,889.06**

Program Balances (1/17/25):

- 2024 Office = \$ 122,358.33
- 2025 Office = (\$ 2,400.00)
- FY24 Training = \$ 27,930.73
- Total Balance = \$ 147,889.06**

Checks issued (2024): 6969, 6970, 6972-6986-6951 (18) = \$ 29,463.13

Checks issued (2025): 6971, 6975 (2) = \$ 5,927.62

Electronic Fund Transfer (12/20/24) = \$ 384.74

Voided check(s): none

TOTAL PAYMENTS = \$ 35,775.49

The Executive Committee was sent for review and approval vouchers and corresponding invoices for Dec./Jan., revenues, account register for 12/12/24-1/17/25. 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 checks, and mailed on 1/17/25.

Other Committee Action: None

Program updates provided:

- 2025 BLS OTEP Schedule & 2025 OTEP Updated Guidelines sent out. Online assignments will be issued for 1st Qrt. Soon.
- EMT (BLS) instructors & evaluators will receive their online assignments quarterly, the same as for all BLS providers, except they will be issued and completed the first month of the quarter. EXCEPTION IS FOR FIRST QUARTER due to no in-person skills. Only donning & doffing PPE and presentation on WA DOH Curriculum for Multicultural awareness and Health Equity.
- 2025 EMT class started this week with 22 students (1 is refresher)
- 2025 Public FA/CPR classes: 1/25 in Ellensburg & 2/8 in Cle Elum
- 12/14 - AFA Initial class completed = 16 students
- 1/10 – Initial ESE Workshop – 6 participated
- 2025 Annual Instructor/Evaluator Workshop dates 1/31-Cle Elum, & 2/7-Ellensburg

Approved by:

Prepared by:

Lee Hadden, Chairman
Danielle Bertschi, Vice Chair

Cheryl Burrows
EMS Coordinator

Date: _____