

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE

July 15, 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 = \$ 92,303.65
Total Balance = \$ 92,303.65

Program Balances:

- 2020 Office = \$ 72,131.13
- FY20 Training = \$ 20,172.52
Total Balance = \$ 92,303.65

Check issued: #6088-6108 (21) = \$ 19,624.66

Voided checks: none

TOTAL PAYMENTS = \$ 19,624.66

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

- **Other – Committee/Chair update or action:**

- Staff report provided to include:

- Approved Cle Elum Police Department EMS Organization Renewal Application
- EMS Assistant Update – Jill’s last day was 7/17. Position was not a good fit for her.
- Online Banking – Still having trouble with Dede’s online access. Working on it!
- Training Update –
 - We are in FY21 Training period (7/1/20-6/30/21). FY21 Training Workplan and Budget have not been approved yet. Should receive Regional Training Agreement for August Council meeting. Following current 2020 OTEP plan and funds are still available.
 - EMT Course completion date extended into FY21 training year due to COVID impact. Funds available to cover costs in FY21.

- Other:

- 7/17 – Approved issuance of additional check for Ryder Risdon, patient from EMT class. Completed voucher was not found. Not reflected in attached Financial Report. Check will be reflected in the 8/4 Financial Report. Want to keep patient’s happy!
- 7/23 – OFM Population Forecast for 4-1-2020 was verified for 2021 Budget Plan jurisdiction distribution. There was no change. Chairman signed updated plan.
- 7/30 – Approved 8/6 council meeting be held via GoToWebinar again.
- 7/30 – Approved continuation of Personal Services Agreement for temporary support. Updated members on plan to work on refilling EMS Asst. position. No objections.

Approved by:

Prepared by:

Lee Hadden, Chairman
Joshua DeHerrera, Vice Chair

Cheryl Burrows
EMS Coordinator

Date: _____