

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE

January 12, 2021 - 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 = \$ 94,290.47
- Checking 2021 = \$ 1,300.00 (pending year-end resolution)
- Total Balance = \$ 95,590.47**

Program Balances:

- 2020 Office = \$ 81,057.47
- 2021 Office = \$ (1,250.00) (pending year-end resolution)
- FY20 Training = \$ 15,783.00
- Total Balance = \$ 95,590.47**

Check issued (2020): #6183-6202 (20) = \$ 17,756.21

Voided check(s): none

TOTAL PAYMENTS = \$ 17,756.21

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

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

- New Copier Lease with United Business Machines approved for 60 mo. Current lease had 16 mo. left, but new machine would cost less for color copies. New lease \$25 more per mo, but more savings for color copies based on usage report.
- EMS Assist Update provide.
- Banking & Internal Controls update. Dede reviewing monthly activities and has online banking access. Copy of bank activity report included in Financial packet.
- Training updated provided.

Approved by:

Lee Hadden, Chairman
Joshua DeHerrera, Vice Chair

Prepared by:

Cheryl Burrows
EMS Coordinator

Date: _____