

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE

May 7, 2022 - 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, and staff-Cheryl Burrows, EMS Coordinator/Administrator
Members reviewed Financial Report and update via email & vouchers in person by Chairman.

FINANCIAL REPORT / ACTION ITEMS:

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

Account Balance:

- Checking 2022 = \$ 111,595.61
Total Balance = \$ 111,595.61

Program Balances:

- 2022 Office = \$ 100,648.90
- FY22 Training = \$ 10,946.71
Total Balance = \$ 111,595.61

Checks issued (2022): #6483-6501 (18) = \$ 26,096.56

Voided check(s): 6486 (print error)

TOTAL PAYMENTS = \$ 26,096.56

The Executive Committee reviewed and approved payroll & benefits for April, revenues, and expense vouchers/account register. All account activities were available for review in the form of Umpqua Bank Accounts Activity Summary, Quick Books register, and program spreadsheets.

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

4/27/22 – Cheryl requested approval to submit an EMT Refresher Course application as part of the RN-EMT class that was scheduled to start in one week, based on possible need of 1-2 people. It would be part of a course that was already approved by the Council and MPD. There was no objection.

For planning purposes, Cheryl shared that she would like to consider adding 1–3- weekday OTEP sessions to the 2022 OTEP Schedule in the upper county. They will be open to everyone and coordinated and paid through the office, per workplan/budget. There is funding in the training budget, OTEP line item. Classes will be tentatively scheduled in Aug., Oct., and Dec. for M10, M11, M12. This is an experiment to see if it will be worthwhile. If so, they will be added to the FY23 Training Workplan and schedule. No objection was received.

Approved by:

Prepared by:

Lee Hadden, Chairman
Joshua DeHerrera, Vice Chair

Cheryl Burrows
EMS Coordinator

Date: _____