

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE
September 13, 2022 - Committee Minutes (w/additional actions noted if required between meetings)
Submitted by - Cheryl Burrows, EMS Coordinator

MEMBERS (emailed packet): Lee Hadden, Chairman, and Dede Utley, Secretary/Treasurer, and staff-Cheryl Burrows, EMS Coordinator/Administrator (V. Chair position is open.)
Members reviewed Financial Report in person. Chairman verified vouchers, signed checks, and mailed bills.

FINANCIAL REPORT / ACTION ITEMS:

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

Account Balance:

- Checking 2022 = \$ 120,649.03
Total Balance = \$ 120,649.03

Program Balances:

- 2022 Office = \$ 98,674.96
- FY22 Training = \$ 21,974.07
Total Balance = \$ 120,649.03

Checks issued (2022): #6546-6555 (10) = \$ 7,767.85

Voided check(s): None

TOTAL PAYMENTS = \$ 7,767.85

The Executive Committee was informed that the invoice for payroll and benefits was not received for August. Contact was made, but it was not available due to extenuating circumstances.

The Executive Committee reviewed and approved vouchers and corresponding invoices for August and September as needed, revenues, and account registers. 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:**

- No additional business was conducted on 9/13.
- 8/10 – Executive Committee approved the deposit of \$7,500 check from Life Support for EMS training equipment, supplies, and training courses. To be ratified 10/6.

Approved by:

Lee Hadden, Chairman
Open position, Vice Chair

Prepared by:

Cheryl Burrows
EMS Coordinator

Date: _____