

**KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL – EXECUTIVE COMMITTEE (EC)**  
**November 18, 2024** - Committee Minutes (w/additional actions noted if required between meetings)  
**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** = **\$ 187,289.61****Program Balances (1/26/24):**
  - 2024 Office = \$ 149,860.63
  - FY24 Training = \$ 37,428.98
  - Total Balance = \$ 187,289.61**

Checks issued (2024): #6939-6951 (13) \$ 22,719.52  
Electronic Fund Transfer (10/21/24) = \$ 322.07  
Voided check(s): none  
**TOTAL PAYMENTS** = **\$ 23,041.59**

The Executive Committee was provided for review and approval vouchers and corresponding invoices for Oct./Nov., revenues, account registers, and activities for 10/10-11/18/24. 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, and mailed checks on 11/18/24.

**Other Committee Action:** None

**Program updates provided:**

- 11/20 – Attending the KCCOG meeting to present the 2025 Office Budget Plan per Interagency Agreement.
- BLS & ALS training on schedule, with one cancellation. Makeup will be scheduled.
- AFA Renewal class - 6 students completed. AFA Initial class underway with 16 students.
- 2025 EMT class – We have received 11 applications already. Looks like will be a big class.
- MCI training supplies funded through Life Support grant have all arrived. Putting kits together.
- 2025 Public FA/CPR classes: 1/25 in Ellensburg & 2/8 in Cle Elum
- 2025 Annual Instructor/Evaluator Workshop dates: 1/31-Cle Elum & 2/7-Ellensburg

**Approved by:**

**Prepared by:**

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Lee Hadden, Chairman  
Danielle Bertschi, Vice Chair

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Cheryl Burrows  
EMS Coordinator

Date: \_\_\_\_\_