

WHITE LAKE AMBULANCE AUTHORITY

8220 Whitehall Rd., Whitehall 49461

April 26, 2023 Board Meeting Minutes

1. Call to Order - Meeting called to order at 1600 by Jeff King, Board Chairman.
  - a. Roll Call – Board Members Present: Bruce Froelich, Jeff Abram, Jeff King, Chuck Schmitigal, and Mike Cockerill. Also present: Jonathon Degen, Dion Stumpo, Terri VanderLeest, and Amy Rusin.
2. Pledge of Allegiance
3. Agenda Approval

Motion made by Schmitigal and supported by Cockerill to approve agenda as written.  
Motion carried all in favor.
4. Approval of Minutes from March 2023

Motion by Abram and second by Schmitigal to approve minutes as written. Motion carried all in favor.
5. Financials
  - a. Accounts Payable (Appendix I) – VanderLeest provided overview of accounts payable.
    - i. One change to Cast Products Inc. invoice to be \$359.72 as total on accounts payable did not include shipping. This brings total accounts payable to \$77,108.11.
    - ii. Degen announced that new Zoll monitor has arrived and will be returning the case for refund in the amount \$787.
    - iii. Motion to approve bill pay in the amount of \$77,108.11 made by Schmitigal, supported by Froelich. Motion carried with roll call vote of 5-0, all in favor.
  - b. Overview of profit/loss and budget performance (Appendix II)
    - i. VanderLeest pointed out line item 663 Charges for Services – Runs was caught up from previous months' billing and now are at projected revenue for the fiscal year.
    - ii. Expenses are at about 83%, which is better than projected.
    - iii. Abram queried whether all millage payments were received except delinquent payments. VanderLeest replied all have been received.
  - c. Balance Sheet (Appendix III) – presented by VanderLeest
    - i. VanderLeest stated \$250,000 will be moved from PNC checking to Harbor Light savings account.
    - ii. Cockerill queried if there was a discrepancy from numbers of White River Township. VanderLeest noted those were preliminary numbers, so will follow up after the first week of May.

6. Financial Officer Report
  - a. Stumpo noted billed transport volume was 121, which is now caught up from previous months.
  - b. Budget hearing will take place at the next regular meeting in May. Stumpo will send out notice for all townships to post.
  - c. King inquired when they will begin thinking about the next audit. Stumpo replied the agreement with the current company was for three years and there is one more year left.
  
7. Personnel Committee
  - a. Did not meet this past month
  - b. Froelich noted they will be completing Director's evaluation as last evaluation was two years ago.
  
8. Director's Report
  - a. Run Review 135 calls, with 35 stand-bys. Call response time was an average of 9.7 minutes overall, 7.08 minutes for White Lake area, and 6.29 minutes for priority one calls.
  - b. Transmission for Medic 41 was replaced by Twin Cities as it was slipping. Cost was \$6,546.97 with included new radiator and cooling lines
  - c. CPR for Montague High School Seniors – WLAA assisted Montague FD with certifying Montague Seniors in CPR for graduation.
  - d. New Zoll Monitor has been delivered and plan to place in service this week. Monitor is the same other monitors in use. Carrying bag will be changed out so it also is the same. New bag will be returned for refund as previously discussed.
  - e. Re-chassis of Medic 43 is underway. Degen noted still have two ambulances in service. Stretcher mount has been delivered and will be taken to Emergency Services for installation.
  - f. Bio Medical has been scheduled for employee Fit and TB testing, as well as optional screenings
    - i. An RV plug was installed at the station so the mobile screening station can run without generator power. Bio Medical paid for half the cost.
  - g. Degen will be providing an overview of calls to Blue Lake Township next month
  
9. Public comment – none
  
10. Board Comment – King reminded the board to review millage requested
  
11. Adjournment - motion was made by Schmitigal and supported by Abram to adjourn, all in favor. Meeting adjourned at 1644.

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Jeff King, Chairman

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Amy Rusin, Recording Secretary