

ONAWAY AMBULANCE BOARD
MAY 22, 2013

The regular meeting of the Onaway Ambulance Board was held on May 22, 2013. Entities present were Allis, City, North Allis, Waverly, and Ocqueoc. Absent were Bearinger, Case and Forest. Also present was Coordinator Hyde and Debbie St. Germain.

The meeting was called to order at 6:01 p.m. by Chairman Dave Webster. The minutes of the April meeting were distributed and, on a motion by Smeltzer, second by Berry, were accepted as printed.

Under Old Business, Hyde reported that CCE is working on policies and procedures on how to dispatch Forest and Waverly without interfering with Rogers City dispatch. He may have to talk to one of the CCE commissioners to expedite the change. Hyde will also talk to Rogers City Dispatch Coordinator Renee Szymanski to iron out any problems.

St. Germain has paperwork for all but two employees, to begin the direct deposit for payroll. It will begin with the next paycheck. Direct deposit for UIA payments has been set up. The Michigan Department of Treasury needs a letter signed by a representative of the Ambulance Board before they can set up direct deposit.

Under New Business, a motion was made by Berry, supported by Smeltzer, to decline terrorism coverage on the insurance policy. Motion Carried.

The 2011 - 2012 audit, due last year, has been completed. A motion was made by Berry, seconded by Schaedig, to sign and approve the sending of the audit report to the state. M.C. The auditor will have the completed 2012 – 2013 audit completed by the next meeting, and will be present to answer any questions on either audit. At that time, if there are any questions on the 2011 – 2012 audit that has been already sent in, any amendment could be made.

Hyde reviewed the deposit log and billing report. St. Germain presented the balance sheet and income statement.

Berry asked about having the number of back-up runs included on the run sheet, as well as income generated and wages paid. Then, at the end of the year, the Board could see how much the new policy actually cost the service. Hyde will incorporate that information into the next report.

St. Germain noted that there was nothing budgeted for capital-outlay – equipment. If something came up, funds could be moved from capital-outlay – building, or fund balance. She also noted that workers' comp insurance cost was down from \$8,000 in the previous budget, to \$6,730 in the current budget.

A motion was made by Smeltzer, seconded by Schaedig, to accept the financial report as presented and authorize payment of checks #11727 through #11747 in the amount of \$13,342.04. M.C.

- The meeting adjourned at 6:23 p.m.