

## **KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL**

### **Executive Committee**

**March 4, 2011 - Meeting Minutes**

Submitted by: Cheryl Burrows, EMS Coordinator

**MEMBERS:** Craig McKee, Chair (KCFD#3), Ray Risdon (KCFD#7), and Cheryl Burrows, Secretary/Treasurer (EMS Coordinator)

### **ACTION ITEMS:**

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

**Account Balances:**

- Savings = \$ 6,581.16
- Checking 2011 = \$ 14,566.57
- Total Balance = \$ 21,147.73**

**Program Balances:**

- 2011 Office = \$ 20,188.82
- FY11 Training = \$ 958.91
- Total Balance = \$ 21,147.73**

The Executive Committee reviewed payroll & benefits for February and vouchers in the amount of \$11,989.93 (check # 3936 - 3955). Vouchers were approved. All account activities were available for review.

- **Other –**

- Chair signed Invitation letters for the Cardiac Arrest Outcome-Quality Improvement Committee from Council and MPD. Letters were sent to KITTCOM Director, Law Enforcement Chief's Association, KVFR, and KCHD#2 (ALS agencies), and KVCH ED Director. The first meeting will be held March 30<sup>th</sup>, 1030-1200, KVFR Station #21.
- The EMS Office received a Notice of Non-Renewal for office insurance because the wholesale agent is no longer representing their company. Blue Ridge Insurance found a different wholesale agent that has agreed to assume the policy and maintain the policy fees. The Chair signed the following forms to renew insurance coverage by April.
  - Agent/Broker of Record Change
  - Commercial Insurance Application
  - Disclosure Notice of Terrorism Insurance Coverage (decline)
- Cheryl informed the committee that there was an opportunity to submit training equipment needs to Life Support for some funding that became available. The request had to be submitted right away so Cheryl submitted for support towards equipment to support the Cardiac Arrest Outcomes Improvement project since this had been discussed by the Council previously. According to Cheri Marusa, the Council can expect funding to purchase another CPR/Airway Skill meter manikin for \$3,500. The Committee approved to accept/deposit the funding upon receipt.