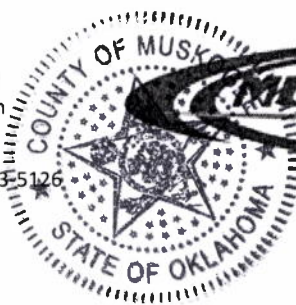


Board of Trustees

Jerry Millsap
Caleb Brewer
Darrell Russell
Vicky Spradling
Terri Mortensen

200 Callahan
Muskogee, OK 74403-5126



**MUSKOGEE COUNTY
EMS**

Handwritten signatures

Director
Laurel Havens

STATE OF OKLAHOMA
MUSKOGEE COUNTY
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2023 MAY 10 PM 1:53

POLLY IRVING
COUNTY CLERK

Office
918.683.0130
Fax 844.270.3156

AGENDA

Muskogee County EMS regular monthly meeting of the Board of Trustees will be held May 11, 2023.

TIME: 6:00 P.M.
PLACE: EMS OFFICE
200 Callahan St., Muskogee, OK 74403

AGENDA:

Note: In the event of a conflict of interest on any agenda item, the Board member must make this disclosure prior to discussion of that item, and shall abstain from voting on the item. The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.

A. New business to include:

1. Reading of, and possible action on, the minutes of the regular meeting in April 2023.
2. Consideration of, and possible action on, the bank register reports.
3. Consideration of, and possible action on, the estimated payroll for the next one pay period.
4. Reading of, and possible action on, the financial reports for April 2023.
5. Consideration of, and possible action on, a report on the petty cash box transactions for April 2023.
6. Consideration of, and possible action on, the Capital One credit card transaction report for April 2023.
7. Consideration of, and possible action on, an ACH payment to BCBS and Capital One.
8. Consideration of, and possible action on, a report of write-offs and adjustments to receivables for April 2023.
9. Consideration of, and possible action on, a report on the activity and current status of certificates of deposit.
10. Consideration of, and possible action on, junking and disposal of non-inventoried contaminated, irreparable or expired medications and medical supplies; plus old uniforms.
11. Consideration of, and possible action on, signing an engagement letter with Kerry Patten, C.P.A.
12. Consideration of, and possible action on, contracting with ASPR/RMRS to host the regional response system for fiscal year 2023-2024.
13. Consideration of, and possible action on, a reaffirmation of the MCEMS Compliance Program.
14. Consideration of, and possible action on, an updated resolution of charges for ambulance service.

B. Any new business not known at the time of posting of this agenda.

C. Any other business to be brought before the Board.

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