

Board of Trustees

Jerry Millsap
Caleb Brewer
Darrell Russell
Vicky Spradling

200 Callahan
Muskogee, OK 74403-5126



STATE OF OKLAHOMA
MUSKOGEE COUNTY
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MAR 13 AM 10:17

Director
Laurel Havens

Office
918.683.0130
Fax 844.270.3156

AGENDA

POLLY IRVING
COUNTY CLERK

Muskogee County EMS regular monthly meeting of the Board of Trustees will be held March 14, 2024.

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. Opening of, with consideration of, and possible action on, bids received for: Ambulance Cots, Cardiac Monitor Batteries, and Ambulance Narcotics Safes.
2. Reading of, and possible action on, the minutes of the regular meeting and executive session in February 2024.
3. Consideration of, and possible action on, the bank register reports.
4. Consideration of, and possible action on, the estimated payroll for the next 2 pay periods.
5. Reading of, and possible action on, the financial reports for February 2024.
6. Consideration of, and possible action on, a report on the petty cash box transactions for February 2024.
7. Consideration of, and possible action on, the Capital One credit card transaction report for February 2024.
8. Consideration of, and possible action on, an ACH payment to BCBS and Capital One.
9. Consideration of, and possible action on, a report of write-offs and adjustments to receivables for February 2024.
10. Consideration of, and possible action on, a report on the activity and current status of certificates of deposit.
11. Consideration of, and possible action on, junking and disposal of contaminated, irreparable or expired medications, medical supplies, non-medical supplies, and old uniforms.
12. Consideration of, and possible action on, a correction to the financials for the months of August, September, October, November, December, and January.
13. Consideration of, and possible action on, a new resolution establishing charges for ambulance service.
14. Consideration of, and possible action on, approving a formal response to the Oklahoma Office of the State Auditor and authorizing the Chairman to sign.

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

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

POSTED IN ACCORDANCE WITH OPEN MEETING LAW