

Board of Trustees

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200 Callahan
Muskogee, OK 74403-5126



STATE OF OKLAHOMA
MUSKOGEE COUNTY
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AGENDA

Muskogee County EMS regular monthly meeting of the Board of Trustees will be held April 11, 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. Reading of, and possible action on, the minutes of the regular meeting in March 2024.
2. Consideration of, and possible action on, the bank register reports.
3. Consideration of, and possible action on, the estimated payroll for the next 1 pay period(s).
4. Reading of, and possible action on, the financial reports for March 2024.
5. Consideration of, and possible action on, a report on the petty cash box transactions for March 2024.
6. Consideration of, and possible action on, the Capital One credit card transaction report for March 2024.
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 March 2024.
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 contaminated, irreparable or expired medications, medical supplies, non-medical supplies, and old uniforms.
11. Consideration of, and possible action on, the destruction of unclaimed medical records of patients served from January 1982 through June 2017, plus various other business and financial records for the same period.
12. A report on a surprise OSDH inspection with zero deficiencies and no recommendations being made at this time.
13. Consideration of, and possible action on, accepting a donation from OG&E in the amount of \$1500 to be designated for dispatch week and deposited in the PR account.
14. Pursuant to 25 OS 307(B)(4), consider convening in executive session to receive conditional communication between the Board and its attorney concerning a pending action styled as *Sherley v Muskogee County EMS*, case no. 23-CV-241 filed in United States District Court for the Eastern District of Oklahoma, if the Board, with the advice of its attorney, determines disclosure will seriously impair the ability of the Board to process the pending action in the public interest, and take appropriate action in open session.

15. Pursuant to 25 OS 307(B)(4), consider convening in executive session to receive confidential communications between a public body and its attorney concerning a pending investigation, claim , or action if the public body, with the advice of its attorney determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, and take appropriate action in open session.
16. Consideration of, and possible action on, adjourning the executive session and reconvening into open session.
17. Consideration of, and possible action on, items discussed in executive session.

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