

**Board of Trustees**  
Jerry Millsap  
Caleb Brewer  
Darrell Russell  
Vicky Spradling  
Terri Mortensen  
  
200 Callahan  
Muskogee, OK 74403-5126



**Director**  
Laurel Havens

**Office**  
918.683.0130  
Fax 844.270.3156

## AGENDA

Muskogee County EMS regular monthly meeting of the Board of Trustees will be held **9, 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. Director Report

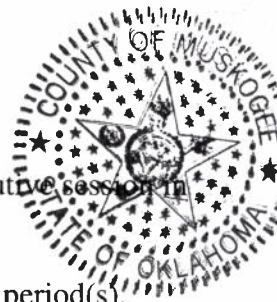
#### B. Consent Agenda:

1. Reading of, and possible action on, the minutes of the regular meeting and executive session of April 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 3 pay period(s).
4. Reading of, and possible action on, the financial reports for April 2024.
5. Consideration of, and possible action on, a report on the petty cash box transactions for April 2024.
6. Consideration of, and possible action on, the Capital One credit card transaction report for April 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 April 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.

#### C. Scheduled business:

1. Consideration of, and possible action on, items removed from consent agenda.
2. Consideration of, and possible action on, signing an engagement letter with a new C.P.A.
3. Consideration of, and possible action on, contracting with ASPR/RMRS to host the regional response system for fiscal year 2024-2025.
4. Consideration of, and possible action on, a reaffirmation of the MCEMS Compliance Program.
5. Consideration of, and possible action on, updating the current by-laws to reflect current Oklahoma bid/purchasing procedures.

2024 MAR - 8 PM 12: 34  
STATE OF OKLAHOMA  
MUSKOGEE COUNTY  
FILED OR RECORDED  
PALLEY IRVING  
COUNTY CLERK  
MWH



6. 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.
7. Consideration of, and possible action on, adjourning the executive session and reconvening into open session.
8. Consideration of, and possible action on, items discussed in executive session.

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

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

POSTED IN ACCORDANCE WITH OPEN MEETING LAW