

**Board of Trustees**  
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## AGENDA

Muskogee County EMS regular monthly meeting of the Board of Trustees will be held April 10, 2025.

**TIME:** 5:00 P.M.  
**PLACE:** EMS OFFICE  
200 Callahan St., Muskogee, OK 74403

*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 and executive minutes of the regular meeting in March 2025 and the minutes and executive minutes of the Special Meeting in March 2025.
2. Consideration of, and possible action on, the Capital One credit card transaction report for March 2025.
3. Consideration of, and possible action on, the bank register reports.
4. Consideration of and possible action on, the estimated payroll for the next 1 pay period(s).
5. Reading of, and possible action on, the financial reports for March 2025.
6. Consideration of, and possible action on, a report on the petty cash box transactions for March 2025.
7. Consideration of, and possible action on, ACH payments to BCBS and Capital One.
8. Consideration of, and possible action on, a report of write-offs and adjustments to receivables for March 2025.
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, the destruction of unclaimed medical records of patients served from January 1982 through June 2018, plus various other business and financial records for the same period.
3. Consideration of, and possible action on, signing an engagement letter with Turner & Associates, PLC.
4. Consideration of, and possible action on, a request for reduction or waiver of ambulance charges.

**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**