

**Board of Trustees**

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*Laurel Havens*  
Director

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STATE OF OKLAHOMA  
MUSKOGEE COUNTY  
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2025 MAY -7

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**AGENDA**

Muskogee County EMS regular monthly meeting of the Board of Trustees will be held May 8, 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 executive minutes of the March 19, 2025 Special Meeting, the minutes of the regular meeting in April, and the Special Meeting in April 2025.
2. Consideration of, and possible action on, the Capital One credit card transaction report for April 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 3 pay period(s).
5. Reading of, and possible action on, the financial reports for April 2025.
6. Consideration of, and possible action on, a report on the petty cash box transactions for April 2025.
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 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, contracting with ASPR/RMRS to host the regional response system for fiscal year 2025-2026.
3. Consideration of, and possible action on, a reaffirmation of the MCEMS Compliance Program.
4. Consideration of, and possible action on, a quote received for Workers Compensation coverage.
5. Consideration of, and possible action on, a resolution adjusting ambulance fees for service.

**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**