

Board of Trustees

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Muskogee, OK 74403-5126



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2025 JUN 11 AM 11:45
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AGENDA

Muskogee County EMS regular monthly meeting of the Board of Trustees will be held June 12, 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. Opening of, with consideration of and possible action on, bids received for oxygen, linen, EtCO2 sampling supplies, IV catheters, and disposable fitted ambulance cot sheets.
- B. Director Report
- C. Consent Agenda:
 - 1. Reading of, and possible action on, the minutes of the regular meeting in May 2025.
 - 2. Consideration of, and possible action on, the Capital One credit card transaction report for May 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 2 pay period(s).
 - 5. Reading of, and possible action on, the financial reports for May 2025.
 - 6. Consideration of, and possible action on, a report on the petty cash box transactions for May 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 May 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, old uniforms; and the following inventoried items: (3) Zoll 731 Series Vents (Trade In).
- D. Scheduled business:
 - 1. Consideration of, and possible action on, items removed from consent agenda.
 - 2. Consideration of and possible action on, a preliminary draft estimate of receipts and needs for fiscal year 2025-2026 for submission to the CPA for final budget preparation..
 - 3. Consideration of, and possible action on, election of officers of the EMS Board of Trustees.
- E. Any new business not known at the time of posting of this agenda.
- F. Any other business to be brought before the Board.

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