

Board of Trustees

Jerry Millsap
Caleb Brewer
Darrell Russell
Vicky Spradling
Terri Mortensen

200 Callahan
Muskogee, OK 74403-5126



Laurel Havens
STATE OF OKLAHOMA
MUSKOGEE COUNTY
RECORDED
2025 JUL -9 AM 10:43
POLLY IRVING
COUNTY CLERK

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 July 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 of the regular meeting in June 2025.
2. Consideration of, and possible action on, the Capital One credit card transaction report for June 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 June 2025.
6. Consideration of, and possible action on, a report on the petty cash box transactions for June 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 June 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, a lease agreement between Muskogee County Public Safety Authority and Muskogee County EMS.
3. Consideration of, and possible action on, approving the auto renewing service contracts and mutual aid agreements.

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