

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



  
**Director**  
Laurel Havens  
  
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2026 JUN 10 AM 10:39  
STATE OF OKLAHOMA  
MUSKOGEE COUNTY  
CLERK

## AGENDA

Muskogee County EMS regular monthly meeting of the Board of Trustees will be held June 11, 2026.

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, EtCO<sub>2</sub> sampling supplies, IV catheters, and disposable fitted ambulance cot sheets.
- B. Opening of, with consideration of and possible action on, bids received for New Type III Ambulance.
- C. Pursuant to Title 25 Oklahoma Statutes, section 307 (B)(1), consideration and possible action on, convening in executive session to discuss the employment, of Laurel Havens – Director.
- D. Consideration of, and possible action on, adjourning the executive session and reconvening into open session.
- E. Consideration of, and possible action on, items discussed in executive session.
- F. Director Report
- G. Consent Agenda:
  1. Reading of, and possible action on, the minutes of the regular meeting in May 2026.
  2. Consideration of, and possible action on, the Capital One credit card transaction report for May 2026.
  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 May 2026.
  6. Consideration of, and possible action on, a report on the petty cash box transactions for May 2026.
  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 2026.
  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.
- H. Scheduled business:
  1. Consideration of, and possible action on, items removed from consent agenda.
  2. Consideration of, and possible action on, an application for Temporary Appropriations for fiscal year 2026-2027.
  3. Consideration of, and possible action on, election of officers of the EMS Board of Trustees.

4. Consideration of, and possible action on, a Uniform Cooperative Purchasing Agreement between Muskogee County Public Safety Authority and Muskogee County EMS.
  5. Consideration of, and possible action on, a payment to the Muskogee County Public Safety Authority for bid items at the Warner and Fort Gibson complexes pertaining to Muskogee County EMS.
  6. Consideration of, and possible action on, a quote received for Workers Compensation coverage.
  7. Consideration of, and possible action on, a onetime stipend for each employee.
  8. Consideration of, and possible action on, updated by-laws.
  9. Consideration of, and possible action on, re-appropriating money in the budget from Capital Outlay to Personal Services.
- I. Any new business not known at the time of posting of this agenda.
  - J. Any other business to be brought before the Board.

POSTED IN ACCORDANCE WITH OPEN MEETING LAW