

**EMS/Judicial Committee**  
**Service Center Room 248**  
**Wednesday July 13, 2016**  
**8:30 a.m.**

1. **Meeting called to order at 8:30 a.m.** by Chair Loka  
**Members Present** – Loka, Zeitz, Pike, Reichelt, and Voermans  
**Visitors Present** – Leydet, Peterson, Sampson, Viegut and Savone
2. **Approval of Minutes** – Motion/Second (M/S) Zeitz/Reichelt to approve minutes of June 8, 2016 – All voting aye.
3. **Tomahawk Report** - Report was presented by Viegut. Expenses for the month of May were \$58,788. Viegut introduced the newly hired regional EMS Director, Dana Sampson. Discussion followed. M/S Voermans/ Zeitz to place report on file – all voting aye.
4. **Merrill Report** – Written reports were included in the packet and addressed by Savone. The department had one hundred and thirty-two patient contacts with gross billings of \$97,582.50 in June. June expenses were \$98,744.34 and under budget for the year (48.85%). Discussion followed. M/S Voermans/Reichelt to place report on file – all voting aye.
5. **Request to Fill Two Bailiff Positions – Clerk of Courts** – Peterson addressed the Committee with the need to replace two bailiffs due to several bailiffs leaving the position. Peterson noted the bailiffs are only paid when called in for jury trials. Discussion followed. M/S Loka/Reichelt to approve filling two bailiff positions – all voting aye.
6. **Monthly Charge Report, Write-offs, and Collections** – Leydet presented the 2016 June charge report and accounts receivable balance reports. The accounts receivable balance is \$239,100.94 at the end of June and is current. Total billable runs for June were 126 with total billings of \$113,532.90. Total write-offs in the amount of \$8,053.58 are being requested. Discussion followed. M/S Zeitz/Reichelt to approve write-offs and place reports on file – all voting aye.
7. **Review Year-to-Date Budget Reports** - Leydet reported that no budget concerns have been brought to his attention. Discussion followed. Reports were placed on file.
8. **Set Next Meeting Date** – August 10, 2016 at 8:30a.m.
9. **Adjourn** – M/S Pike/Reichelt to adjourn at 8:43 a.m. – all voting aye.

**Minutes prepared by,**  
**Dan Leydet, Finance Director**