

**EMS/Judicial Committee**  
**Service Center Room 248**  
**Wednesday August 12, 2015**  
**8:30 a.m.**

1. **Meeting called to order at 8:30 a.m.** by Chair Lee  
**Members Present** – Zeitz, Lee, Loka, Schwartzman, and Caylor  
**Visitors Present** – Leydet, Savone, and Duchac
2. **Approval of Minutes** – Motion/Second (M/S) Loka/Schwartzman to approve minutes of July 8, 2015 – All voting aye.
3. **Tomahawk Report** - Report was included in the packet. The report showed expenses of \$59,543 for the month of July. A total of eighty-three runs were reported with gross billings of \$60,299. Budget is on target for 2015. M/S Caylor/Zeitz to place report on file – all voting aye.
4. **Merrill Report** – Written reports were included in the packet. The department had one hundred and fifty-nine patient contacts with gross billings of \$117,349.30 in July. Expenses totaled \$96,681.04 for the month of July. 54.72% of the 2015 budget has been spent. M/S Caylor/Schwartzman to place report on file – all voting aye.
5. **2016 City of Merrill Ambulance Budget**– Leydet presented the 2016 City of Merrill’s Proposed EMS budget. The budget has a \$9,000 increase which is just under a one percent increase. Discussion followed. M/S Lee/Zeitz to approve and include in the 2016 EMS budget – all voting aye.
6. **201 Tomahawk Ambulance Budget** – Leydet presented the Tomahawk EMS Budget for 2016. The budget is increased by 3.7 percent over 2015. Discussion followed. M/S Loka/Schwartzman to approve and include in the 2016 EMS budget – all voting aye.
7. **Monthly Charge Report, Write-offs, and Collections** – Leydet presented the 2015 July charge report, accounts receivable balance reports and write-off report. Leydet reported two hundred and thirty-seven runs billed for the month of July. The Accounts receivable balance is \$377,818.89 at the end of July and is current. Write-offs in the amount of \$2,424.59 are being requested. Discussion followed. M/S Zeitz/Schwartzman to approve write-offs and place reports on file – all voting aye.
8. **Review Year-to-Date Budget Reports** –Leydet reported that no budget concerns have been brought to his attention. Discussion followed. M/S Caylor/Schwartzman to place reports on file – all voting aye.
9. **Set Next Meeting Date** – September 9, 2015 at 8:30a.m.
10. **Adjourn** – M/S Caylor/Schwartzman to adjourn at 8:45 a.m. – all voting aye.

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