

EMS/Judicial Committee
Service Center Room 248
Wednesday October 12, 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, and Savone
2. **Approval of Minutes** – Motion/Second (M/S) Voermans/Reichelt to approve minutes of September 14, 2016 – All voting aye.
3. **Tomahawk Report** - Report was included in the packet. Expenses for the month of August were \$65,569. Discussion followed. M/S Zeitz/Loka 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 five patient contacts with gross billings of \$75,667.90 in September. August expenses were \$67,234.03 and under budget for the year (70.16%). Discussion followed. M/S Zeitz/Loka to place report on file – all voting aye.
5. **Request to Fill Collection Specialist/Business Manager in Clerk of Courts Office** – Peterson presented the need to fill the recently vacated position which addresses A/R totaling over 2.6 million dollars between the Clerk of Courts and Sheriff's Offices. The position brings in over \$250,000 annually more than covering the cost of the position. Discussion followed. Voermans/Reichelt to approve filling the position - all voting aye.
6. **Monthly Charge Report, Write-offs, and Collections** – Leydet presented the 2016 September charge report, accounts receivable balance, and write-off reports. The accounts receivable balance is \$380,261.17 at the end of September and is current. Total billable runs for September were 156 with total billings of \$143,783.47. Write-offs in the amount of \$11,595.89 are being requested. Discussion followed. M/S Loka/Pikeitz/ to approve write-offs and place report 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** – November 9, 2016 at 8:30a.m.
9. **Adjourn** – M/S Pike/Loka to adjourn at 8:38 a.m. – all voting aye

Minutes prepared by,
Dan Leydet, Finance Director