

EMS/Judicial Committee
Service Center Room 248
Monday November 10, 2014
8:30 a.m.

1. **Meeting called to order at 8:30 a.m.** by Chair Lee
Members Present – Zeitz, Lee, Loka Caylor, and Schwartzman
Visitors Present – Leydet, Savone, Byer, and Dunphy
2. **Approval of Minutes** – Motion/Second (M/S) Zeitz/Loka to approve minutes of October 13, 2014 – All voting aye.
3. **Family Court Commissioner Contract Extension** – Byer presented the Family Court Commissioner contract for 2015 to the Committee. The contract was reviewed by Corporation Counsel and is within the 2015 budget. Discussion followed. M/S Caylor/Schwartzman to approve 2015 Family Court Commissioner contract – all voting aye.
4. **Color Printer for District Attorney's Office** – Dunphy presented the need for a color printer in the District Attorney's Office as well as quotes for three different color copies obtained by the Information Technology department. Discussion followed. M/S Caylor/Loka to approve purchase of the Brother color printer for a cost of \$738.97 to be covered by the District Attorney's 2014 budget – all voting aye.
5. **Tomahawk Report** - The Tomahawk report was handed out to the Committee. The report showed expenses of \$57,257 for the month of October. A total of forty-three runs were reported with gross billings of \$31,732. 76.28% of the 2014 budget has been spent. M/S Caylor/Schwartzman to place report on file – all voting aye.
6. **Merrill Report** – Written reports were presented to the Committee by Savone. The department had one hundred and twenty-six patient contacts with a gross billing of \$100,994.50 in October. Expenditures for October were \$73,941.03 which is 80.36% of budget. Savone also discussed EMS participation in a tabletop exercise designed to evaluate the County's ability to respond to a mass casualty incident. Savone handed out a report that included an after action report and improvement plan. Discussion followed. M/S Caylor/Zeitz to place report on file – all voting aye.
7. **Monthly Charge Report, Write-offs, and Collections** – Leydet presented the 2014 charge report, accounts receivable balance reports and write-off report. Leydet reported one hundred and sixty-one runs for the month of October. The Accounts receivable balance is \$350,634.44 on October 31st and is current. Write-offs in the amount of \$30,515.84 are being requested. Of the total, \$30,260.88 is going to tax intercept. M/S Lee/Zeitz 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 and all budgets are within the 2014 budget at this time. M/S Caylor/Schwartzman to place reports on file – all voting aye.
9. **Set Next Meeting Date** – December 10, 2014 at 8:30a.m.
10. **Adjourn** – M/S Zeitz/Caylor to adjourn at 8:45 a.m. – all voting aye.

Minutes prepared by Dan Leydet Finance Director