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Finance Committee

Minutes of the Meeting Dec 10th, 2015 – Bill Platt Training Center

1. **Call to Order.** The meeting was called to order at 3:30 PM by Treasurer Geoff Beaty. Directors present: Geoff Beaty, Rich Hughes, and Naomi Schwartz. Also in attendance Ex officio: District Administrator David Caley, District Operations Manager Evan Dilks, and RCMS Treasurer Don Kemp.
2. **Agenda Approval.** Director Hughes moved to adopt the agenda as distributed and seconded by Director Beaty, all ayes.
3. **Meeting Minutes Approval.** Director Schwartz moved to approve the November 13, 2015 FC meeting minutes as written and seconded by Director Hughes. All ayes.
4. **FY 15 Financial Statement:** Revised numbers were discussed related to Ambulance Transport billings and revenue. The annual audit is scheduled to begin January 11, 2016 with Collins Accountancy. A pre-audit conference call is scheduled for December 21, 2015.
5. **Other**
 - a. Ground Emergency Medical Transports (GEMT) for FY 15 was filed on Nov 24th. Confirmation e-mails were received the document was filed and under review.
 - b. Discussion was held to initiate the desired reports for routine FC and BOD reporting. At the last FC meeting, Director Schwartz volunteered to research if mandatory reporting requirements existed. She reported back after reading the enabling legislation that no mandated legislation exists.
 - c. From discussion at the last FC meeting, the DA and OPS Manager are compiling documents for a FC subcommittee to revise CLSD Billing and Collections Policy. The subcommittee will meet after adjournment of the January FC meeting.
 - d. November ambulance run data discussed. Director Schwartz volunteered to revise the spreadsheet to make it more easily understood.
 - e. A brief discussion was held about the types of data/reports that can be obtained from the new Image Trend Patient Care Record (PCR) software. The system just went live at the end of Sept so there is not enough data to be meaningful at this point in time. Discussion simply FYI.
6. **Next FC meeting set for Thursday January 14th at 10:00 a.m. – CLSD Headquarters.**
7. **Adjournment.** Director Hughes moved for adjournment, Director Schwartz seconded, all ayes. The meeting was adjourned at 4:25 p.m.

Approved:

Geoff Beaty, Treasurer