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Finance Committee Minutes of the Meeting Feb 17th, 2016 – Bill Platt Training Center

1. **Call to Order.** The meeting was called to order at 9:01 AM 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 Schwartz moved to adopt the agenda as distributed and seconded by Director Hughes, all ayes.
3. **Meeting Minutes Approval.** Director Hughes moved to approve the Jan 20th, 2015 FC meeting minutes as written and seconded by Director Schwartz. All ayes.
4. **Audit update:** Craig Collins Accountancy has been in touch and we expect a preliminary draft of the audit in the next week. Craig will email questions and any further needed clarification/documentation as needed.
5. **Ground Emergency Medical Transport (GEMT) update:** (refer to handout) The DA and Jane Kelley sat in on a post audit conference call with GEMT for FY 9/10 [Q3 and Q4], FY 10/11, FY 11/12 and FY 12/13. The same findings were consistent across them (3 ½ years audited at one time for a new program). Findings stated that bad debt write was not allowed and there was a slight discrepancy (5 less transports) across the audited years. To anticipate a potential liability for CLSD, the DA was informed he could recalculate these years removing the bad debt and adjusting the number of transports. This creates a potential overpayment of \$21,451 when recalculated. No instructions have thus been provided as a result of the findings.
6. **Wittman month-end data review:** Initial seven months of the current FY16 reviewed and discussed formats of reporting for presentation at the monthly BOD meetings. The last 2 – 3 months are beginning to normalize after clearing the large batch initially given to Wittman when the contract began.
7. **Expenses:** Expenses on track with budget. Exact revenue number still elusive until audit is finalized and potential revenue received in the current FY should be credited to FY 15. Q3 financials in April should have firm numbers the audit will be completed by then.
8. **January ambulance run data:** Transports Jan FY 16 discussed. [see attachment and new graph] Two new line graphs averaged prior seven years of data in monthly and cumulative transports into a single line, added the last two FYs, and YTD. Jan 16 was a busy month. Current projections for cumulative transport volume (~490) duplicate last FY. Will continue to track in this way.
9. **Other Issues:** none.
10. **Next three FC meeting scheduled at 9:00 a.m. – CLSD Headquarters**
April 20th, May 18th and June 15th
11. **Adjournment.** Director Beaty moved for adjournment, Director Swhartz seconded, all ayes. The meeting was adjourned at 10:20 AM.

Approved:

Geoff Beaty, Treasurer