



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

Business Meeting July 10, 2018 Agenda

1. Call to Order
2. Approval of Agenda
3. Announcement
4. Public Comment
5. Approval of Minutes
6. Treasurer's Report
7. Committee Reports
8. Legal Report
9. Membership Review
 - A. Requests for Reimbursement
10. Old Business
 - A. Other Old Business
11. New Business
 - A. State Inspection Results
 - B. Other New Business
12. Membership Discussion
13. Adjournment



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Business Meeting June 12, 2018

Board members in attendance were Brenda Beckmann, Dawn DeBrule, Scott Robinson, and Tess Marra. A quorum was present. Chief Don Bock was also in attendance. Membership attendance is reflected in the monthly attendance roster.

1. Meeting was called to order at 6:30pm by President Scott Robinson.
2. Approval of Agenda
Tess Marra, seconded by Dawn DeBrule moved approval of the agenda. Motion carried.
3. Announcements
21 people were tested for volunteer and paid positions. Results to be announced. Justin Otoma passed the national EMT test
4. Public Comment
No public comment.
5. Approval of Minutes
Tess Marra, seconded by Dawn DeBrule moved approval of the May 8, 2018 minutes. Motion carried.
6. Treasurer's Report
Tess Marra reported a balance of \$296,357.87 as of June 30, 2018. Dawn DeBrule, seconded by Brenda Beckmann moved approval of the treasurer's report. Motion carried.
7. Committee Reports
Brenda Beckmann reminded personnel to stay current with their CPR cards which now must be obtained on line.
8. Legal Report
Dawn DeBrule, seconded by Brenda Beckmann moved approval of the addition of the word "not" to Section 4 Part B of the Harassment Policy so the end of the sentence reads..."lest it not be...".
9. Membership Review
 - A. Requests for Reimbursement
There were no requests for reimbursement.



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KLVAC Business Meeting

June 12, 2018

Tess Marra urged members to sign up for June shifts as there are many openings on the schedule. She advised members to keep track of their training information.

10. Old Business

A. Ambulance Back in Service

Chief Bock reported the ambulance repaired at the Chevrolet dealership is back in service.

B. Other Old Business

No other old business.

11. New Business

A. Budget

Dawn DeBrule, seconded by Brenda Beckmann moved approval of including the third rescue at Station 25. Motion carried.

Dawn DeBrule, seconded by Tess Marra moved approval of the budget for presentation to the District Board at the District Board meeting. Motion carried.

B. Hurricane Operations Policy

Tabled for next month's meeting.

C. State EMS Inspection/June 18

Chief Bock reported that the state will conduct this inspection on June 18.

D. Other New Business

No other new business.

12. Membership Discussion

13. Adjournment

There being no further business, Dawn DeBrule seconded by Brenda Beckmann moved adjournment. Motion carried. Meeting adjourned at 7:05pm.

Pamela Andersen
Recording Secretary



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KEY LARGO EMS TOTAL STATISTICS FOR MAY 2018

TOTAL CALLS.....	120
TRANSPORTS.....	76
ALS.....	73
BLS.....	11
PEDI.....	1
CARDIAC AREST.....	4
TRAUMA ALERT.....	3
BACK-UP.....	8
PUBLIC ASSIST	11
CANCEL.....	4
ARRIVAL TIME	5.25
SCENE TIME	18.65

**Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report**

June 2018

	Billing Account	Corp Account	Building Account	CPR Account	Certificates of Deposit	Centennial Bank	Total
Beginning Balance	\$31,155.41	\$16,619.92	\$11,558.45	\$1,295.32	\$235,328.69	\$400.08	\$296,357.87
<u>Revenues</u>							
Interest	2.11	1.96	0.95		1.44	0.04	6.50
Medical Fees	22,834.18						22,834.18
Medical Transcripts							0.00
KL Fire Rescue & EMS Reimb		18,613.33					18,613.33
Donations							0.00
Educational Income							0.00
Uncollected Income/Adjustmts	25,908.24						25,908.24
Misc Income							0.00
Total Revenues	\$48,744.53	\$18,615.29	\$0.95	\$0.00	\$1.44	\$0.04	\$67,362.25
<u>Expenditures</u>							
Awards, Banquet, Plaques, etc							0.00
Medical Billing Refunds	324.20						324.20
Payroll Expenses	37,475.71	19,999.42					57,475.13
Dues & Memberships							0.00
Professional Fees	1,051.86						1,051.86
Postage		49.40					49.40
Advertising		-442.44					-442.44
Bank Service Charges						155.70	309.95
Supplies		154.25					154.25
Licenses & Permits		70.00					70.00
Total Expenditures	\$38,851.77	\$19,830.63	\$0.00	\$0.00	\$0.00	\$155.70	\$58,838.10
Ending Balance	\$41,048.17	\$15,404.58	\$11,559.40	\$1,295.32	\$235,330.13	\$244.42	\$304,882.02
TRANSFERS	2,162.93	45,973.72	0.00	0.00	(48,136.65)		0.00
Balance before Adjustment	43,211.10	61,378.30	11,559.40	1,295.32	187,193.48		304,637.60
Adjustment to arrive at Actual	-30,149.94	4,253.20	0.00	0.00	0.00		-25,896.74
ACTUAL BALANCE @ MO END	\$13,061.16	\$65,631.50	\$11,559.40	\$1,295.32	\$187,193.48	\$244.42	\$278,985.28

Closing Balance

Transaction Date	6/1
Transaction Date	6/30
Company Code	Key Largo Volunteer Ambulance Corps

AR Previous Balance: \$182,885.59

	Qty	Amounts
Advanced Life Support Emergent	67	\$53,598.68
ALS 2 ER BASE RATE	2	\$2,101.21
Basic Life Support Emergent	27	\$20,727.01
Charges	96	\$76,426.90

Transaction Type Summary - Charges - Payments and Write Offs

1-PAYMENT	(\$23,797.46)
2-WRITE OFF INS	(\$8,288.85)
Bad Debt Non Collection	(\$5,323.92)
BAD DEBT PAYMENT REVERSAL	\$150.00
INVOICE	\$63,683.02
Invoice Prior Periods	\$12,743.88
Refunds Insurance	\$1,034.45
Refunds Patient	\$100.00
Write Off Patient	(\$2,651.61)
Write Off to Collections	(\$13,404.49)
Accounts Receivable Change	\$24,245.02

Total Balance Forward:	\$207,130.61
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Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
 June 15, 2018

Date	Name	Num	Type	Memo	Account	Amount
American Funds						
06/15/2018	American Funds	ONLI...	Liability Check	DAVID CR...	Corp Account- 406	-102.40
Total American Funds						-102.40
Form 941						
06/15/2018	Form 941	EFTPS	Liability Check	59-1682537...	Billing Account-706	-3,543.64
Total Form 941						-3,543.64
Bock, Donald						
06/15/2018	Bock, Donald	DIRE...	Paycheck		Billing Account-706	-680.12
Total Bock, Donald						-680.12
Castro, Luis R						
06/15/2018	Castro, Luis R	DIRE...	Paycheck		Billing Account-706	-1,011.23
Total Castro, Luis R						-1,011.23
Cruciger, David A						
06/15/2018	Cruciger, David A	DIRE...	Paycheck		Billing Account-706	-522.65
Total Cruciger, David A						-522.65
Elkoury, Elizabeth						
06/15/2018	Elkoury, Elizabeth	DIRE...	Paycheck		Corp Account- 406	-1,277.33
Total Elkoury, Elizabeth						-1,277.33
Marin, Pedro L						
06/15/2018	Marin, Pedro L	DIRE...	Paycheck		Billing Account-706	-906.16
Total Marin, Pedro L						-906.16
Miranda, Jesus A						
06/15/2018	Miranda, Jesus A	DIRE...	Paycheck		Billing Account-706	-1,321.66
Total Miranda, Jesus A						-1,321.66
Oporta, Ozzie						
06/15/2018	Oporta, Ozzie	DIRE...	Paycheck		Billing Account-706	-1,332.00
Total Oporta, Ozzie						-1,332.00
Perez, Roxana M						
06/15/2018	Perez, Roxana M	DIRE...	Paycheck		Billing Account-706	-1,423.10
Total Perez, Roxana M						-1,423.10
Pinzon, Oscar S						
06/15/2018	Pinzon, Oscar S	DIRE...	Paycheck		Billing Account-706	-1,110.24
Total Pinzon, Oscar S						-1,110.24
Schussheim, Adam L						
06/15/2018	Schussheim, Ada...	DIRE...	Paycheck		Billing Account-706	-1,242.10
Total Schussheim, Adam L						-1,242.10

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
June 15, 2018

Date	Name	Num	Type	Memo	Account	Amount
AL						<u>-14,472.63</u>

06/28/18

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
 June 29, 2018

Date	Name	Num	Type	Memo	Account	Amount
American Funds						
06/29/2018	American Funds	ONLI...	Liability Check		Corp Account- 406	-124.00
Total American Funds						-124.00
Form 941						
06/29/2018	Form 941	EFTPS	Liability Check	59-1682537...	Billing Account-706	-3,505.08
Total Form 941						-3,505.08
Arana, Jaime E						
06/29/2018	Arana, Jaime E	DIRE...	Paycheck		Billing Account-706	-321.66
Total Arana, Jaime E						-321.66
Bock, Donald						
06/29/2018	Bock, Donald	DIRE...	Paycheck		Billing Account-706	-680.11
Total Bock, Donald						-680.11
Castro, Luis R						
06/29/2018	Castro, Luis R	DIRE...	Paycheck		Billing Account-706	-1,073.50
Total Castro, Luis R						-1,073.50
Cruciger, David A						
06/29/2018	Cruciger, David A	DIRE...	Paycheck		Billing Account-706	-522.66
Total Cruciger, David A						-522.66
Elkoury, Elizabeth						
06/29/2018	Elkoury, Elizabeth	DIRE...	Paycheck		Corp Account- 406	-1,277.34
Total Elkoury, Elizabeth						-1,277.34
Marin, Pedro L						
06/29/2018	Marin, Pedro L	DIRE...	Paycheck		Billing Account-706	-659.58
Total Marin, Pedro L						-659.58
Miranda, Jesus A						
06/29/2018	Miranda, Jesus A	DIRE...	Paycheck		Billing Account-706	-1,809.69
Total Miranda, Jesus A						-1,809.69
Oporta, Ozzie						
06/29/2018	Oporta, Ozzie	DIRE...	Paycheck		Billing Account-706	-970.42
Total Oporta, Ozzie						-970.42
Perez, Roxana M						
06/29/2018	Perez, Roxana M	DIRE...	Paycheck		Billing Account-706	-1,296.66
Total Perez, Roxana M						-1,296.66
Pinzon, Oscar S						
06/29/2018	Pinzon, Oscar S	DIRE...	Paycheck		Billing Account-706	-982.79
Total Pinzon, Oscar S						-982.79

06/28/18

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
June 29, 2018

Date	Name	Num	Type	Memo	Account	Amount
Schussheim, Adam L						
06/29/2018	Schussheim, Ada...	DIRE...	Paycheck		Billing Account-706	-1,277.66
Total Schussheim, Adam L						-1,277.66
TOTAL						-14,501.15

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.

FLORIDA
HEALTH

Rick Scott
Governor

Celeste Philip, MD, MPH
Surgeon General and Secretary

Vision: To be the Healthiest State in the Nation

July 6, 2018

Chief Don Bock
Key Largo Volunteer Ambulance
98600 Overseas Highway
Key Largo, Florida 33037

Dear Chief Bock,

Congratulations on your compliance Monitoring site survey conducted by the Bureau of Emergency Medical Oversight on June 21, 2018. At the completion of the site visit, there were no deficiencies. Your vehicles and service records were outstanding.

Also, please extend my sincere gratitude to your staff for their assistance and for the overall contribution to your service and community. Your continued support of emergency medical services is deeply appreciated.

Enclosed is a post site visit evaluation form, designed to assist us in continually improving our Compliance Monitoring program. Please complete the enclosed form and return it to my office at your earliest convenience. I trust that you will share with me any concerns or kudos regarding your survey.

Again, thank you for your assistance in the Compliance Monitoring program and I look forward to hearing from you.

Sincerely,



Steve A. McCoy
Administrator
Emergency Medical Services