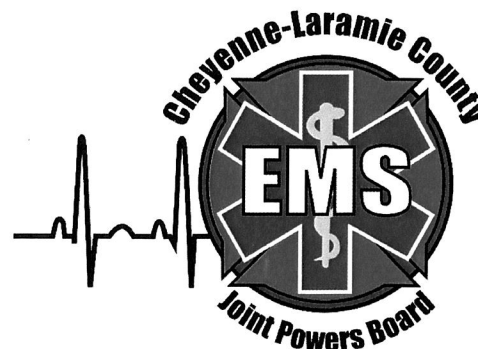


# **Cheyenne / Laramie County Emergency Medical Services Joint Powers Board**

---

**3962 Archer Parkway  
Cheyenne, WY 82009**



## Agenda

**December 14, 2021**

### Regular Meeting

1. Previous Meeting Minutes
2. Finances
3. Monthly Reports
  - a. Narva & Associates
  - b. AMR
4. Medical Directors
5. Cheyenne Regional Medical Center
6. LifeLine
7. Dispatch
8. Eastern LC EMS (Albin, Burns, Pine Bluffs)
9. FE Warren AFB/VA Medical Center
10. Cheyenne Fire & Rescue
11. County Fire Districts
12. Information Technology
13. Funding Requests
  - a. Albin EMS
14. Old Business
  - a. RFP for Contract Administrator
  - b. Board Member Applications
15. New Business

# Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

3962 Archer Parkway  
Cheyenne, WY 82009



Minutes for Tuesday December 14, 2021

## **Board Members:**

Chairman: Division Chief Byron Mathews, Cheyenne Fire Rescue  
Vice-Chair: Jeanine West, CLC Emergency Management Agency  
Secretary/Treasurer: Carrie Deselms, Albin EMS  
Chief John Kopper, Cheyenne Fire Rescue  
Tracy Garcia, Cheyenne Regional Medical Center  
Ex-officio: Maj Robert Wetzler

## **Meeting Attendees:**

Jon Narva, Narva & Associates  
Kassi Moloney, American Medical Response  
Chris Williams, American Medical Response  
Cody Schilling, American Medical Response  
Derrick Hendran, American Medical Response  
Sarah White, CRMC  
Amber Young, LCCCC

Jennifer Kerr, LifeLine  
Brice Jacobsen, Cheyenne Fire Rescue  
Kate Hoffman, LC IT  
Andrew Brewerton, LC IT  
Linda Heath, Laramie County Commissioners  
Beth Harris, CLC Emergency Management  
Matt Butler, CLC Emergency Management

The Cheyenne/Laramie County EMS Joint Powers Board meeting was held in person and began at 1:30pm. Byron Mathews began the meeting by welcoming everyone.

### 1. Previous Meeting Minutes

Minutes were sent out prior to the meeting for the Boards' review. Byron asked if there were any requests for changes or corrections to the minutes. Chief Kopper made a motion to accept the minutes as written. Tracy Garcia seconded the motion. All board members voted in favor.

### 2. Finances

Carrie Deselms provided the finance report. Carrie stated that the normal expenses were paid for the month. She stated that the bill for the Executive Meeting lunch which will be reflected on next month's report was paid. Jeanine West motioned to approve the financial report. Tracy Garcia seconded the motion; all board members voted in favor.

### 3. Monthly Reports

- a. Narva & Associates: Jon Narva reported that the report reflects a typical month. He reported that the change was made to where Suburban was made a “Level of Effort” response. Jon included the numbers in the report to still reflect how AMR is doing in that area. This month also didn’t take into account the calls that were changed from Suburban to Urban without any exemptions to see statistically how AMR was doing in that area as well. They were still on time in this respect. There were no recommendations, but there were a couple observations to report. There was one call that Kassi reported to Jon and was discussed with Cheyenne Fire Rescue. A Priority 2 call had a response time of 1hr and 5 min during a surge timeframe. Due to its level, the call continued to be moved for higher priority calls. Conversations between the agencies involved took place to resolve tying up other resources in this type of situation. There has been some resolution, but there were no negative outcomes from this situation.
  
- b. AMR: Cody Schilling provided the report for AMR. He reported that the total calls and transports were up from October. Cody also stated that AMR was compliant in all zones and priorities. There was 7 extended delay for the month of November. Cody also reported that the core schedule does have some changes that will be starting with the new contract. He stated that they are fully staffed on EMTs and on paramedics. They are still seeking part-time Paramedics and EMTs. Under preventative maintenance they have checked to make sure that the 4WD on the units are ready. Their new Type I has been sent back to Texas for warranty work. He added that MS158 is out for service to resolve some additional issues. With the DriveCam there were 56 events triggered. The triggers caused by speeding were due to the speedometer issue, but a replacement unit has been provided which should decrease that number. All triggers were coached. Cody stated that there were 4 clinical reviews and they reviewed 233 charts and all 13 cardiac arrest cases were reviewed by the Education Chief Larry Jones. AMR also reviewed 256 runs, but that due to recategorizing of charts the number is higher. Cody continued with his report that several trainings were done over the month including CPR classes for LCCCC. He added that the Comm Plan trial was ended due to several issues and will revisit it at the beginning of the year. AMR had several mutual aid requests that they responded to and they continue to do mobile health. He stated that AMR participated in a few events during November. Cody ended his report by stating that they are working on auto launch policies with LifeLine 3 to better serve all of Laramie County. They are also working with them to ensure all LifeLine equipment is secured during ground transports. Kassi wanted to add that concerning the extended delay call that Jon reported on, she did have a meeting with LCFD #1 and CFR regarding the use of MS343. They are still working on the SOP with LCFD #1 but that if CFR is the requesting MS343 they will continue on route and will transport the patient.

### 4. Medical Directors

Nothing to report.

### 5. CRMC

It was announced that this meeting would be Tracy Garcia's last meeting and that Sarah White has been appointed as the CRMC rep for the EMS board. Sarah White introduced herself to the group. The question was asked about the garage doors to the ED and if they were still having issues. Sarah said that she will look into the status of the doors.

6. LifeLine

Jenn Kerr reported that they are working on securing the equipment in the AMR units.

7. LCCCC

Amber Young thanked AMR for the CPR trainings. She reported that there was a meeting to discuss alternatives to ProQA.

8. Eastern Laramie County

It was announced that this meeting was Carrie's last meeting with the Board. She reported that Jill Vaudrin has been appointed as the supervisor for the Burns EMS. Carrie added that Pine Bluffs has been busy over this past month with calls. Everyone thanked Carrie for her service on the Board.

9. FE Warren AFB

Nothing to report.

10. VA

Nothing to report.

11. Cheyenne Fire Rescue

Chief Kopper reported that they have 4 graduated recruits now working the line. They are looking to begin bidding on the fleet and stations to be built. Brice reported that they now have 2 Paramedics that will begin their shifts. He added that they will continue working on the ALCO project.

12. County Fire Districts

Nothing to report.

13. County IT

Nothing to report.

14. Funding Requests

No funding requests were received.

15. Old Business

- a. RFP for Contract Administrator: It was reported that the Board received 1 bid which was from Narva & Associates, Inc. Jeanine West made a motion to approve the bid and move forward with negotiations to include discussion on insurance requirements. Jon commented that the current contract requirements are difficult to meet due to the insurance companies lack of offering that category. Jeanine responded that she would

need the information on what is available so that she can confer with the County Attorney. Carrie Deselms seconded the motion. All voted in favor.

- b. Board Member Application: Byron reported that they had received 3 applications by the deadline and the Board will move forward with interviews.

#### 16. New Business

- a. Contract Billing Compliance: Kassi brought up for discussion on the MAB concerning the wheelchair rates. They found that these rates had been inadvertently left out of the contract and Kassi was requesting what the preference of the Board would be to account for these rates. Byron requested that information be sent to the Board and Jon so that it can be discussed and determine a course of action. Kassi presented the new table in Exhibit 3 to the group. She pointed out that the wheelchair rates were included in the old contract. Jeanine recommended that the new table be sent to the Board so that they can vote to amend the Exhibit 3 with the new rates. Jeanine West made a motion to approve the update to Exhibit 3 and replace the new rates in the contract. Jon pointed out to the Board that per the contract, a Public Hearing will be held prior to approval of this exhibit. Byron summarized that we will need to have a Public Hearing at the next regularly scheduled meeting to approve the new rates. Beth clarified that a Public Notice will need to be submitted to the newspaper and posted on the website for the January 11<sup>th</sup> meeting. The motion did not carry for lack of a second. Jeanine West made a motion to approve the amendment pending the Public Hearing at the January 11<sup>th</sup> meeting. Carrie Deselms seconded the motion. All members voted in favor.

The meeting was adjourned at 2:00pm.

Cheyenne-Laramie County EMS Joint Powers Board

12/13/2021 3:50 PM

Register: Wyoming Bank & Trust

From 07/01/2021 through 12/13/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/30/2021			Investments	Interest		X	0.97	117,796.98
08/02/2021			Contract Payment	August Contrac...		X	25,666.01	143,462.99
08/02/2021		Dr. Gary Schmitz	Program Admin Reimb...	August Medica...	2,916.66	X		140,546.33
08/02/2021		Amy P. Tortorich P.C	Program Admin Reimb...	August Medica...	2,916.66	X		137,629.67
08/02/2021		Narva & Associates, ...	Program Admin Reimb...	August Contrac...	5,833.33	X		131,796.34
08/02/2021		Laramie County Trea...	Program Admin Reimb...	August Comb ...	14,000.00	X		117,796.34
08/10/2021		Olive Garden	Operations:Meeting Ex...	Executive Meet...	116.99	X		117,679.35
08/26/2021		Laramie County Trea...	Program Admin Reimb...	September Co...	14,000.00	X		103,679.35
08/26/2021		Amy P. Tortorich P.C	Program Admin Reimb...	September Me...	2,916.66	X		100,762.69
08/26/2021		Dr. Gary Schmitz	Program Admin Reimb...	September Me...	2,916.66	X		97,846.03
08/31/2021			Contract Payment	September Con...		X	25,666.01	123,512.04
08/31/2021			Investments	Interest		X	0.99	123,513.03
08/31/2021	1007	Narva & Associates, ...	Program Admin Reimb...	September Con...	5,833.33	X		117,679.70
09/27/2021			Contract Payment	October Contra...		X	25,666.01	143,345.71
09/28/2021		Amy P. Tortorich P.C	Program Admin Reimb...	October Medic...	2,916.66	X		140,429.05
09/28/2021		Dr. Gary Schmitz	Program Admin Reimb...	October Medic...	2,916.66	X		137,512.39
09/28/2021		Laramie County Trea...	Program Admin Reimb...	October Comb ...	14,000.00	X		123,512.39
09/30/2021			Investments	Interest		X	0.98	123,513.37
09/30/2021		Narva & Associates, ...	Program Admin Reimb...	October Cotnra...	5,833.33	X		117,680.04
10/12/2021	1008	ACID Remap LLC	Equipment Reserve	Invoice #2021-...	2,250.00	X		115,430.04
10/27/2021		Laramie County Trea...	Program Admin Reimb...	November Co...	14,000.00	X		101,430.04
10/27/2021		Dr. Gary Schmitz	Program Admin Reimb...	November Med...	2,916.66	X		98,513.38
10/27/2021		Amy P. Tortorich P.C	Program Admin Reimb...	November Med...	2,916.66	X		95,596.72
10/29/2021			Investments	Interest		X	0.91	95,597.63
10/29/2021		Narva & Associates, ...	Program Admin Reimb...	November Con...	5,833.33	X		89,764.30
11/02/2021			Contract Payment	November Con...		X	25,666.01	115,430.31
11/09/2021	1009	APG Media of The R...	Operations:Legal Adve...	RFP Ad# 1676...	99.99	X		115,330.32
11/23/2021		Dr. Gary Schmitz	Program Admin Reimb...	December Med...	2,916.66	X		112,413.66
11/23/2021		Amy P. Tortorich P.C	Program Admin Reimb...	December Med...	2,916.66	X		109,497.00
11/23/2021		Laramie County Trea...	Program Admin Reimb...	December Com...	14,000.00	X		95,497.00
11/29/2021			Contract Payment	December Cont...		X	25,666.01	121,163.01
11/29/2021			Investments	Interest		X	0.95	121,163.96
11/30/2021		Narva & Associates, ...	Program Admin Reimb...	December Cont...	5,833.33	X		115,330.63

## Cheyenne-Laramie County EMS Joint Powers Board

## General Ledger

As of December 13, 2021

12/13/21

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
<b>US Bank Checking</b>						0.00
Total US Bank Checking						0.00
<b>Wyoming Bank &amp; Trust</b>						117,796.01
Deposit	07/30/2021			Interest	0.97	117,796.98
Check	08/02/2021		Dr. Gary Schmitz	August Medical Director	-2,916.66	114,880.32
Check	08/02/2021		Amy P. Tortorich P.C	August Medical Director	-2,916.66	111,963.66
Check	08/02/2021		Narva & Associates, Inc.	August Contract Admin	-5,833.33	106,130.33
Check	08/02/2021		Laramie County Treasurer	August Comb Amb Dispatch	-14,000.00	92,130.33
Deposit	08/02/2021			August Contract Payment	25,666.01	117,796.34
Check	08/10/2021		Olive Garden	Executive Meeting	-116.99	117,679.35
Check	08/26/2021		Laramie County Treasurer	September Comb Amb Dispatch	-14,000.00	103,679.35
Check	08/26/2021		Amy P. Tortorich P.C	September Medical Director	-2,916.66	100,762.69
Check	08/26/2021		Dr. Gary Schmitz	September Medical Director	-2,916.66	97,846.03
Check	08/31/2021	1007	Narva & Associates, Inc.	September Contract Admin Payment	-5,833.33	92,012.70
Deposit	08/31/2021			September Contract Payment	25,666.01	117,678.71
Deposit	08/31/2021			Interest	0.99	117,679.70
Deposit	09/27/2021			October Contract Payment	25,666.01	143,345.71
Check	09/28/2021		Amy P. Tortorich P.C	October Medical Director	-2,916.66	140,429.05
Check	09/28/2021		Dr. Gary Schmitz	October Medical Director	-2,916.66	137,512.39
Check	09/28/2021		Laramie County Treasurer	October Comb Amb Dispatch	-14,000.00	123,512.39
Check	09/30/2021		Narva & Associates, Inc.	October Contract Admin Payment	-5,833.33	117,679.06
Deposit	09/30/2021			Interest	0.98	117,680.04
Check	10/12/2021	1008	ACID Remap LLC	Invoice #2021-316 9/1/21-8/31/22	-2,250.00	115,430.04
Check	10/27/2021		Laramie County Treasurer	November Comb Amb Dispatch	-14,000.00	101,430.04
Check	10/27/2021		Dr. Gary Schmitz	November Medical Director	-2,916.66	98,513.38
Check	10/27/2021		Amy P. Tortorich P.C	November Medical Director	-2,916.66	95,596.72
Check	10/29/2021		Narva & Associates, Inc.	November Contract Admin Payment	-5,833.33	89,763.39
Deposit	10/29/2021			Interest	0.91	89,764.30
Deposit	11/02/2021			November Contract Payment	25,666.01	115,430.31
Check	11/09/2021	1009	APG Media of The Rocki...	RFP Ad# 167615 for Contract Admin	-99.99	115,330.32
Check	11/23/2021		Dr. Gary Schmitz	December Medical Director	-2,916.66	112,413.66
Check	11/23/2021		Amy P. Tortorich P.C	December Medical Director	-2,916.66	109,497.00
Check	11/23/2021		Laramie County Treasurer	December Comb Amb Dispatch	-14,000.00	95,497.00
Deposit	11/29/2021			December Contract Payment	25,666.01	121,163.01
Deposit	11/29/2021			Interest	0.95	121,163.96
Check	11/30/2021		Narva & Associates, Inc.	December Contract Admin Payment	-5,833.33	115,330.63
Total Wyoming Bank & Trust					-2,465.38	115,330.63
<b>Assessments Receivables</b>						0.00
Total Assessments Receivables						0.00
<b>Cash</b>						0.00
Total Cash						0.00
<b>Undeposited Funds</b>						0.00
Total Undeposited Funds						0.00
<b>Accounts Payable</b>						0.00
Total Accounts Payable						0.00
<b>Cash Reserve</b>						0.00
Total Cash Reserve						0.00
<b>Equipment Reserve</b>						-39,540.98
Check	10/12/2021	1008	ACID Remap LLC	Invoice #2021-316 9/1/21-8/31/22	2,250.00	-37,290.98
Total Equipment Reserve					2,250.00	-37,290.98
<b>Opening Bal Equity</b>						-118,338.88
Total Opening Bal Equity						-118,338.88
<b>Unrestricted Net Assets</b>						40,083.85
Total Unrestricted Net Assets						40,083.85
<b>Contract Payment</b>						0.00
Deposit	08/02/2021			August Contract Payment	-25,666.01	-25,666.01
Deposit	08/31/2021			September Contract Payment	-25,666.01	-51,332.02
Deposit	09/27/2021			October Contract Payment	-25,666.01	-76,998.03
Deposit	11/02/2021			November Contract Payment	-25,666.01	-102,664.04
Deposit	11/29/2021			December Contract Payment	-25,666.01	-128,330.05
Total Contract Payment					-128,330.05	-128,330.05
<b>Direct Public Support</b>						0.00
<b>Corporate Contributions</b>						0.00
Total Corporate Contributions						0.00
<b>Gifts in Kind - Goods</b>						0.00

## Cheyenne-Laramie County EMS Joint Powers Board

## General Ledger

As of December 13, 2021

12/13/21

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Total Gifts in Kind - Goods						0.00
<b>Individ, Business Contributions</b>						0.00
Total Individ, Business Contributions						0.00
<b>Direct Public Support - Other</b>						0.00
Total Direct Public Support - Other						0.00
Total Direct Public Support						0.00
<b>Investments</b>						0.00
<b>Interest-Savings, Short-term CD</b>						0.00
Total Interest-Savings, Short-term CD						0.00
<b>Investments - Other</b>						0.00
Deposit	07/30/2021		Interest		-0.97	-0.97
Deposit	08/31/2021		Interest		-0.99	-1.96
Deposit	09/30/2021		Interest		-0.98	-2.94
Deposit	10/29/2021		Interest		-0.91	-3.85
Deposit	11/29/2021		Interest		-0.95	-4.80
Total Investments - Other					-4.80	-4.80
Total Investments					-4.80	-4.80
<b>Other Types of Income</b>						0.00
<b>Miscellaneous Revenue</b>						0.00
Total Miscellaneous Revenue						0.00
<b>Other Types of Income - Other</b>						0.00
Total Other Types of Income - Other						0.00
Total Other Types of Income						0.00
<b>Performance Assessments</b>						0.00
Total Performance Assessments						0.00
<b>Bank Error</b>						0.00
Total Bank Error						0.00
<b>Business Expenses</b>						0.00
Total Business Expenses						0.00
<b>Contract Services</b>						0.00
<b>Accounting Fees</b>						0.00
Total Accounting Fees						0.00
<b>Professional Services</b>						0.00
Total Professional Services						0.00
<b>Contract Services - Other</b>						0.00
Total Contract Services - Other						0.00
Total Contract Services						0.00
<b>Operations</b>						0.00
<b>Bank charges</b>						0.00
Total Bank charges						0.00
<b>Books, Subscriptions, Reference</b>						0.00
Total Books, Subscriptions, Reference						0.00
<b>Legal Advertising</b>						0.00
Check	11/09/2021	1009	APG Media of The Rocki...	RFP Ad# 167615 for Contract Admin	99.99	99.99
Total Legal Advertising					99.99	99.99
<b>Meeting Expenses</b>						0.00
Check	08/10/2021		Olive Garden	Executive Meeting	116.99	116.99
Total Meeting Expenses					116.99	116.99
<b>Miscellaneous</b>						0.00
Total Miscellaneous						0.00
<b>New Checks</b>						0.00
Total New Checks						0.00
<b>Postage, Mailing Service</b>						0.00
Total Postage, Mailing Service						0.00
<b>Printing and Copying</b>						0.00



## Cheyenne-Laramie County EMS Joint Powers Board

## General Ledger

As of December 13, 2021

12/13/21

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Total Printing and Copying						0.00
<b>Supplies</b>						0.00
Total Supplies						0.00
<b>Telephone, Telecommunications</b>						0.00
Total Telephone, Telecommunications						0.00
<b>Training</b>						0.00
Total Training						0.00
<b>Withdrawal for New Check Charge</b>						0.00
Total Withdrawal for New Check Charge						0.00
<b>Operations - Other</b>						0.00
Total Operations - Other						0.00
Total Operations					216.98	216.98
<b>Other Types of Expenses</b>						0.00
<b>FD Equipment Purchases</b>						0.00
Total FD Equipment Purchases						0.00
<b>Insurance - Liability, D and O</b>						0.00
Total Insurance - Liability, D and O						0.00
<b>Other Types of Expenses - Other</b>						0.00
Total Other Types of Expenses - Other						0.00
Total Other Types of Expenses						0.00
<b>Program Admin Reimbursements</b>						0.00
Check	08/02/2021		Dr. Gary Schmitz	August Medical Director	2,916.66	2,916.66
Check	08/02/2021		Amy P. Tortorich P.C	August Medical Director	2,916.66	5,833.32
Check	08/02/2021		Narva & Associates, Inc.	August Contract Admin	5,833.33	11,666.65
Check	08/02/2021		Laramie County Treasurer	August Comb Amb Dispatch	14,000.00	25,666.65
Check	08/26/2021		Laramie County Treasurer	September Comb Amb Dispatch	14,000.00	39,666.65
Check	08/26/2021		Amy P. Tortorich P.C	September Medical Director	2,916.66	42,583.31
Check	08/26/2021		Dr. Gary Schmitz	September Medical Director	2,916.66	45,499.97
Check	08/31/2021	1007	Narva & Associates, Inc.	September Contract Admin Payment	5,833.33	51,333.30
Check	09/28/2021		Amy P. Tortorich P.C	October Medical Director	2,916.66	54,249.96
Check	09/28/2021		Dr. Gary Schmitz	October Medical Director	2,916.66	57,166.62
Check	09/28/2021		Laramie County Treasurer	October Comb Amb Dispatch	14,000.00	71,166.62
Check	09/30/2021		Narva & Associates, Inc.	October Cotntract Admin Payment	5,833.33	76,999.95
Check	10/27/2021		Laramie County Treasurer	November Comb Amb Dispatch	14,000.00	90,999.95
Check	10/27/2021		Dr. Gary Schmitz	November Medical Director	2,916.66	93,916.61
Check	10/27/2021		Amy P. Tortorich P.C	November Medical Director	2,916.66	96,833.27
Check	10/29/2021		Narva & Associates, Inc.	November Contract Admin Payment	5,833.33	102,666.60
Check	11/23/2021		Dr. Gary Schmitz	December Medical Director	2,916.66	105,583.26
Check	11/23/2021		Amy P. Tortorich P.C	December Medical Director	2,916.66	108,499.92
Check	11/23/2021		Laramie County Treasurer	December Comb Amb Dispatch	14,000.00	122,499.92
Check	11/30/2021		Narva & Associates, Inc.	December Contract Admin Payment	5,833.33	128,333.25
Total Program Admin Reimbursements					128,333.25	128,333.25
<b>Reconciliation Discrepancies</b>						0.00
Total Reconciliation Discrepancies						0.00
<b>Reserve</b>						0.00
Total Reserve						0.00
<b>Travel and Meetings</b>						0.00
<b>Conference, Convention, Meeting</b>						0.00
Total Conference, Convention, Meeting						0.00
<b>Travel</b>						0.00
Total Travel						0.00
<b>Travel and Meetings - Other</b>						0.00
Total Travel and Meetings - Other						0.00
Total Travel and Meetings						0.00
<b>No acctnt</b>						0.00
Total no acctnt						0.00
<b>TOTAL</b>					<b>0.00</b>	<b>0.00</b>

3:50 PM

## Cheyenne-Laramie County EMS Joint Powers Board

12/13/21

## Profit &amp; Loss Detail

Accrual Basis

July 1 through December 13, 2021

Date	Num	Name	Memo	Amount	Balance
<b>Income</b>					
<b>Contract Payment</b>					
08/02/2021			August Contract Payment	25,666.01	25,666.01
08/31/2021			September Contract Payment	25,666.01	51,332.02
09/27/2021			October Contract Payment	25,666.01	76,998.03
11/02/2021			November Contract Payment	25,666.01	102,664.04
11/29/2021			December Contract Payment	25,666.01	128,330.05
Total Contract Payment				128,330.05	128,330.05
<b>Investments</b>					
07/30/2021			Interest	0.97	0.97
08/31/2021			Interest	0.99	1.96
09/30/2021			Interest	0.98	2.94
10/29/2021			Interest	0.91	3.85
11/29/2021			Interest	0.95	4.80
Total Investments				4.80	4.80
Total Income				128,334.85	128,334.85
<b>Expense</b>					
<b>Operations</b>					
<b>Legal Advertising</b>					
11/09/2021	1009	APG Media of The Rockies	RFP Ad# 167615 for Contract Admin	99.99	99.99
Total Legal Advertising				99.99	99.99
<b>Meeting Expenses</b>					
08/10/2021		Olive Garden	Executive Meeting	116.99	116.99
Total Meeting Expenses				116.99	116.99
Total Operations				216.98	216.98
<b>Program Admin Reimbursements</b>					
08/02/2021		Dr. Gary Schmitz	August Medical Director	2,916.66	2,916.66
08/02/2021		Amy P. Tortorich P.C	August Medical Director	2,916.66	5,833.32
08/02/2021		Narva & Associates, Inc.	August Contract Admin	5,833.33	11,666.65
08/02/2021		Laramie County Treasurer	August Comb Amb Dispatch	14,000.00	25,666.65
08/26/2021		Laramie County Treasurer	September Comb Amb Dispatch	14,000.00	39,666.65
08/26/2021		Amy P. Tortorich P.C	September Medical Director	2,916.66	42,583.31
08/26/2021		Dr. Gary Schmitz	September Medical Director	2,916.66	45,499.97
08/31/2021	1007	Narva & Associates, Inc.	September Contract Admin Payment	5,833.33	51,333.30
09/28/2021		Amy P. Tortorich P.C	October Medical Director	2,916.66	54,249.96
09/28/2021		Dr. Gary Schmitz	October Medical Director	2,916.66	57,166.62
09/28/2021		Laramie County Treasurer	October Comb Amb Dispatch	14,000.00	71,166.62
09/30/2021		Narva & Associates, Inc.	October Cotntract Admin Payment	5,833.33	76,999.95
10/27/2021		Laramie County Treasurer	November Comb Amb Dispatch	14,000.00	90,999.95
10/27/2021		Dr. Gary Schmitz	November Medical Director	2,916.66	93,916.61
10/27/2021		Amy P. Tortorich P.C	November Medical Director	2,916.66	96,833.27
10/29/2021		Narva & Associates, Inc.	November Contract Admin Payment	5,833.33	102,666.60
11/23/2021		Dr. Gary Schmitz	December Medical Director	2,916.66	105,583.26
11/23/2021		Amy P. Tortorich P.C	December Medical Director	2,916.66	108,499.92
11/23/2021		Laramie County Treasurer	December Comb Amb Dispatch	14,000.00	122,499.92
11/30/2021		Narva & Associates, Inc.	December Contract Admin Payment	5,833.33	128,333.25
Total Program Admin Reimbursements				128,333.25	128,333.25
Total Expense				128,550.23	128,550.23
<b>Net Income</b>				<b>-215.38</b>	<b>-215.38</b>