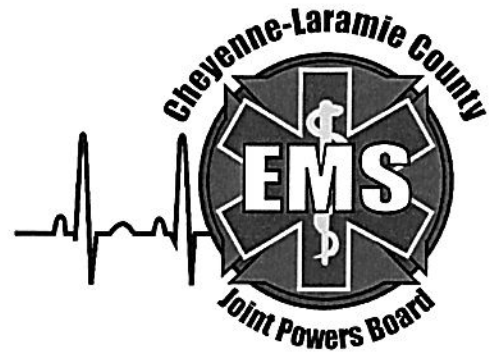


# **Cheyenne / Laramie County Emergency Medical Services Joint Powers Board**

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3962 Archer Parkway  
Cheyenne, WY 82009



## Agenda

**March 8, 2022**

### Regular Meeting

1. Previous Meeting Minutes
2. Finances
  - a. Bank Account Update
3. Monthly Reports
  - a. Narva & Associates
  - b. AMR
4. Medical Directors
  - a. COVID Protocols
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. ALTO Project
  - b. Albin EMS
14. Old Business
15. New Business

# Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

3962 Archer Parkway  
Cheyenne, WY 82009



Minutes for Tuesday March 8, 2022

## **Board Members:**

Chairman: Jeanine West, CLC Emergency  
Vice-Chair: Division Chief Byron Mathews, Cheyenne Fire Rescue Management Agency  
Secretary/Treasurer: Chief John Kopper, Cheyenne Fire Rescue  
Josh VanVlack, Board Appointed Member  
Belit Tolluoglu, Cheyenne Regional Medical Center  
Ex-officio: Maj Robert Wetzler

## **Meeting Attendees:**

Jon Narva, Narva & Associates  
Kassandra Moloney, AMR  
Cody Schilling, AMR  
Derek Hendrin, AMR  
Larry Johnson, AMR  
Jenn Kerr, LifeLine  
Brice Jacobsen, Cheyenne Fire Rescue  
Matt Butler, CLCEMA  
Dominic Davis, LC IT  
Kate Hoffman, LC IT  
Linda Heath, Laramie County Commissioners  
Beth Harris, CLCEMA

The Cheyenne/Laramie County EMS Joint Powers Board meeting was held in person and virtually via Zoom and began at 1:31pm. Jeanine West began the meeting by welcoming everyone.

### **1. Previous Meeting Minutes**

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

### **2. Finances**

Chief Kopper reported that he had completed the signature paperwork for the new account, otherwise there was nothing else to report on the finances. Beth Harris stated that the Board received a tax form in the mail and it has been forwarded to County Finance to determine

if any further action is needed. Josh Van Vlack motioned to approve the financial report. Byron Mathews seconded the motion; all board members voted in favor.

### 3. Monthly Reports

- a. Narva & Associates: Jon Narva reported that there were 41 exemptions requested during the month with 1 exemption being a blanket period. There were 920 calls for service for the month. There is a reduction due to the short month but fully compliant in all areas. The new map layer worked well. In the Monthly Efficiency and Effectiveness of the report, the numbers did show a decrease in business but further investigation as to why would need to be conducted outside of it being a short month. The extended responses were for lower priority calls which were moved due to higher priority calls. There was nothing out of the ordinary to report and AMR was compliant in all areas. Jon stated that the EMS certification letters were sent out and only 2 organizations have returned their certifications. Jon recommended that a reminder email be sent out to the remaining organizations in about a week. Jeanine stated that she could send out a reminder. An announcement would also be made during the Fire Chiefs Association meeting on Wednesday.
- b. AMR: Kassi Moloney reported that they had a decrease in calls for the month, but overall it was a standard month. There were 5 calls for mutual aid, 2 in Weld County 2 in Larimer and 1 in Kimball County. Kassi continued to review the report sections with the group. She stated that they have one extra EMT and are still short 1 full time Paramedic. She noted that they currently have 2 students finishing their Paramedic program. Kassi added that they are still doing Mobile Health for Holly Frontier and they are in the process of talking with them about the program moving forward since they no longer have a nurse onsite. She reported that events were lower this time of year and she reviewed the list of events they participated in and are planning for. Kassi reviewed the report for their activity with partner agencies. An incident report was received from CFR and they are currently working on the investigation and resolution of the issue. She added that there was 1 open clinical investigation and chart reviews were conducted. Kassi stated that several trainings were conducted over the past month. She finished her report by talking about the DriveCam report and maintenance that was conducted on the units. Kassi updated the group on the CAAS accreditation and that they are on schedule to complete the application by March 31<sup>st</sup>.

### 4. Medical Directors

- a. COVID Protocols: Jeanine provided an update on the COVID situation. The state is closing down the response. There was a question about the protocols that were placed and revisiting a discussion when it started about developing pandemic/infectious disease protocols based on the COVID response. Brice Jacobsen commented that the protocol would be added in pandemic terms and look at removing it in April. The Protocol Committee would look at it later in the year. There was further discussion amongst the group on the past discussions when it was originally implemented. It was suggested that it be discussed with CRMC, AMR, Jon Narva, the Medical Directors and Brice Jacobsen. As for the EIDS tool, this would be discussed among the Fire Chiefs to determine if it was still needed.

5. CRMC  
Bellit reported that COVID numbers are down and the garage doors in the ED are broken again. Jeanine announced to the group that the agreement between the VA and CRMC will not be renewed once it is expired.
6. LifeLine  
Jenn Kerr reported that LifeLine will have a nurse position open in the summer. She added that they will be doing a joint commercial with CRMC on the stroke program.
7. LCCCC  
Nothing to report.
8. Pine Bluffs/Burns/Albin EMS  
Jeanine reported that Chief Walls is stepping down as the Pine Bluffs EMS supervisor but will respond if needed. At this time a replacement has not been appointed. It was noted that there was a call over the past month that would need a joint review between Pine Bluffs EMS, AMR and Lifeline. It did not concern patient care.
9. FE Warren AFB/VA  
Major Wetzler reported that COVID numbers are down and the Department of Defense has begun to relax their rules.
10. Cheyenne Fire Rescue  
Chief Kopper reported that he received an email that the Granit Rehab elevators were not working. Brice announced that they are working with AMR on integrating their reports to allow for more information from the actual call to be available to the doctors.
11. County Fire Districts  
Nothing to report.
12. Information Technology  
Nothing to report.
13. Funding Requests
  - a. ALTO Project: The request was submitted by Brice Jacobsen on behalf of CRMC. Brice explained the project and its purpose. This would be a system enhancement in that all EMS would benefit with the program. Jeanine asked if the national group conducts a Train-the-Trainer or if it was an annual update to the program. Brice stated that the video listed in the funding request would be part of the training program and not need to be redone annually. This would be a tool for the TTT portion of the program. He added that this part of the program was just to get our program started and CRMC would not need any additional funding in the future. Jeanine asked Brice that since the funding request was through Cheyenne Fire Rescue, would the Board be submitting payment to them or to CRMC. Brice stated that it should be paid to CRMC since the original contract is with them. Byron

asked who was funding the initial amount and Beth clarified that there was a discrepancy in the description on the Funding Request and the actual amount being requested. Brice responded that the correct overall total for the program was the sum stated on the spreadsheet, not what was in the description. Jeanine asked who the contact person was for CRMC and Brice stated that it was Angela Vaughn. The group discussed the overall management of the program and training. It was pointed out that this would not be a regular request for funding in the future, but a onetime payment for the program. It would be the responsibility of CRMC to sustain the program. The group also discussed the benefits of the program to our community. Chief Kopper made a motion to approve the request for not to exceed \$12,514. Josh Van Vlack seconded the motion. During discussion, Byron asked what the benefit is of the ALTO program, how is improvement documented. Jeanine asked if there was any reporting that the Board could request to see the progress of the program. Brice stated that Angela Vaughn will be compiling the data for the program and sharing the information with their partners. Josh asked for a point of clarification on the motion and that the motion should state that the funding would be paid to CRMC. Chief Kopper amended the motion to include that payment would be made to CRMC. Josh Van Vlack seconded the motion. All members voted in favor. Beth addressed the Board that since this funding was not reported in the regular budget that an amended budget must be submitted to the state. Byron Mathews made a motion to amend the budget to reflect the approved motion to satisfy the reporting requirements for the State of Wyoming Department of Audit. Chief Kopper seconded the motion. All members voted in favor. Jeanine asked Brice to send Angela Vaughn's contact information to Beth.

- b. Albin EMS: Jeanine reported to the group that a funding request from Albin EMS had been submitted later today and after review it was incomplete. The request was for batteries for their Stryker unit and the Optivac G180 Suction Pump which are currently not functional on their ambulance. Byron Mathews moved to deny the request due to incomplete application. Josh Van Vlack seconded the motion. All members voted in favor. Kassi stated that AMR would be willing to work with Albin EMS to order supplies through them. Jon commented that since Albin has challenges with their equipment that perhaps someone would be able to assist or loan spare equipment to Albin EMS. Jeanine recommended that LCFD #4 could be contacted to determine if the old Burns EMS equipment could be loaned to Albin in the meantime.

#### 14. Old Business

There was no old business to discuss.

#### 15. New Business

There was no new business to discuss.

The meeting was adjourned at 2:33pm.

Cheyenne-Laramie County EMS Joint Powers Board

3/8/2022 8:09 AM

Register: Wyoming Bank & Trust  
 From 07/01/2021 through 03/08/2022  
 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
12/14/2021		Silver Mine Subs	Operations:Meeting Ex...	December Exec...	100.62	X		115,230.01
12/28/2021		Dr. Gary Schmitz	Program Admin Reimb...	January Medic...	2,916.66	X		112,313.35
12/28/2021		Amy P. Tortorich P.C	Program Admin Reimb...	January Medic...	2,916.66	X		109,396.69
12/28/2021		Laramie County Trea...	Program Admin Reimb...	January Comb ...	14,000.00	X		95,396.69
12/29/2021			Investments	Interest		X	0.96	95,397.65
01/04/2022		Narva & Associates, ...	Program Admin Reimb...	January Contra...	5,833.33	X		89,564.32
01/04/2022	1010	APG Media of The R...	Operations:Legal Adve...	Legal Notice A...	99.99	X		89,464.33



Cheyenne-Laramie County EMS Joint Powers Board

3/8/2022 8:09 AM

Register: Wyoming Bank & Trust

From 07/01/2021 through 03/08/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/06/2022			Contract Payment	January Contra...		X	26,083.33	115,547.66
01/25/2022		Laramie County Trea...	Program Admin Reimb...	February Comb...	14,000.00	X		101,547.66
01/25/2022		Amy P. Tortorich P.C	Program Admin Reimb...	February Medi...	2,916.66	X		98,631.00
01/25/2022		Dr. Gary Schmitz	Program Admin Reimb...	February Medi...	2,916.66	X		95,714.34
01/26/2022		Yearli - Greatland	Contract Services:Prof...	Annual 1099-N...	10.98	X		95,703.36
01/29/2022			Investments	Interest		X	0.91	95,704.27
01/31/2022			Contract Payment	February Contr...		X	26,083.33	121,787.60
02/01/2022		Narva & Associates, ...	Program Admin Reimb...	February Contr...	5,833.33	X		115,954.27
02/01/2022			Equipment Reserve	2022 Equipme...		X	15,000.00	130,954.27
02/28/2022			Investments	Interest		X	1.00	130,955.27
03/01/2022			Contract Payment	March Contract...			26,083.33	157,038.60
03/01/2022		Amy P. Tortorich P.C	Program Admin Reimb...	March Medical...	2,916.66			154,121.94
03/01/2022		Dr. Gary Schmitz	Program Admin Reimb...	March Medical...	2,916.66			151,205.28
03/01/2022		Laramie County Trea...	Program Admin Reimb...	March Comb A...	14,000.00			137,205.28
03/01/2022		Narva & Associates, ...	Program Admin Reimb...	March Contract...	5,833.33			131,371.95

## Cheyenne-Laramie County EMS Joint Powers Board

## General Ledger

As of March 8, 2022

03/08/22

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
Check	12/14/2021		Silver Mine Subs	December Executive Meeting	-100.62	115,230.01
Check	12/28/2021		Dr. Gary Schmitz	January Medical Director	-2,916.66	112,313.35
Check	12/28/2021		Amy P. Tortorich P.C	January Medical Director	-2,916.66	109,396.69
Check	12/28/2021		Laramie County Treasurer	January Comb Amb Dispatch	-14,000.00	95,396.69
Deposit	12/29/2021			Interest	0.96	95,397.65
Check	01/04/2022		Narva & Associates, Inc.	January Contract Admin Payment	-5,833.33	89,564.32
Check	01/04/2022	1010	APG Media of The Rocki...	Legal Notice Ad# 188890	-99.99	89,464.33
Deposit	01/06/2022			January Contract Payment	26,083.33	115,547.66
Check	01/25/2022		Laramie County Treasurer	February Comb Amb Dispatch	-14,000.00	101,547.66
Check	01/25/2022		Amy P. Tortorich P.C	February Medical Director	-2,916.66	98,631.00
Check	01/25/2022		Dr. Gary Schmitz	February Medical Director	-2,916.66	95,714.34
Check	01/28/2022		Yearli - Greatland	Annual 1099-NEC Forms	-10.98	95,703.36
Deposit	01/29/2022			Interest	0.91	95,704.27
Deposit	01/31/2022			February Contract Payment	26,083.33	121,787.60
Transfer	02/01/2022			2022 Equipment Reserve	15,000.00	136,787.60
Check	02/01/2022		Narva & Associates, Inc.	February Contract Admin	-5,833.33	130,954.27
Deposit	02/28/2022			Interest	1.00	130,955.27
Deposit	03/01/2022			March Contract Payment	26,083.33	157,038.60
Check	03/01/2022		Amy P. Tortorich P.C	March Medical Director	-2,916.66	154,121.94
Check	03/01/2022		Dr. Gary Schmitz	March Medical Director	-2,916.66	151,205.28
Check	03/01/2022		Laramie County Treasurer	March Comb Amb Dispatch	-14,000.00	137,205.28
Check	03/01/2022		Narva & Associates, Inc.	March Contract Admin	-5,833.33	131,371.95
Total Wyoming Bank & Trust					13,575.94	131,371.95
<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



## Cheyenne-Laramie County EMS Joint Powers Board

03/08/22

## General Ledger

Accrual Basis

As of March 8, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Transfer	02/01/2022			Funds Transfer	-15,000.00	-52,290.98
Total Equipment Reserve					-12,750.00	-52,290.98
Opening Bal Equity						-118,338.88
Total Opening Bal Equity						-118,338.88
Unrestricted Net Assets						40,083.85
Total Unrestricted Net Assets						40,083.85
Contract Payment						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
Deposit	01/06/2022			January Contract Payment	-26,083.33	-154,413.38
Deposit	01/31/2022			February Contract Payment	-26,083.33	-180,496.71
Deposit	03/01/2022			March Contract Payment	-26,083.33	-206,580.04
Total Contract Payment					-206,580.04	-206,580.04
Direct Public Support						0.00
Corporate Contributions						0.00
Total Corporate Contributions						0.00
Gifts In Kind - Goods						0.00
Total Gifts in Kind - Goods						0.00
Individ, Business Contributions						0.00
Total Individ, Business Contributions						0.00
Direct Public Support - Other						0.00
Total Direct Public Support - Other						0.00
Total Direct Public Support						0.00
Investments						0.00
Interest-Savings, Short-term CD						0.00
Total Interest-Savings, Short-term CD						0.00
Investments - Other						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
Deposit	12/29/2021			Interest	-0.96	-5.76
Deposit	01/29/2022			Interest	-0.91	-6.67
Deposit	02/28/2022			Interest	-1.00	-7.67
Total Investments - Other					-7.67	-7.67
Total Investments					-7.67	-7.67
Other Types of Income						0.00
Miscellaneous Revenue						0.00
Total Miscellaneous Revenue						0.00
Other Types of Income - Other						0.00
Total Other Types of Income - Other						0.00
Total Other Types of Income						0.00
Performance Assessments						0.00
Total Performance Assessments						0.00
Bank Error						0.00
Total Bank Error						0.00
Business Expenses						0.00
Total Business Expenses						0.00
Contract Services						0.00
Accounting Fees						0.00
Total Accounting Fees						0.00
Professional Services						0.00
Check	01/26/2022		Yearli - Greatland	Annual 1099-NEC Forms	10.98	10.98
Total Professional Services					10.98	10.98
Contract Services - Other						0.00

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## Cheyenne-Laramie County EMS Joint Powers Board

03/08/22

## General Ledger

Accrual Basis

As of March 8, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Total Contract Services - Other						0.00
Total Contract Services					10.98	10.98
<b>Operations</b>						0.00
Bank charges						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
Check	01/04/2022	1010	APG Media of The Rocki...	Legal Notice Ad# 188890	99.99	199.98
Total Legal Advertising					199.98	199.98
<b>Meeting Expenses</b>						0.00
Check	08/10/2021		Olive Garden	Executive Meeting	116.99	116.99
Check	12/14/2021		Silver Mine Subs	December Executive Meeting	100.62	217.61
Total Meeting Expenses					217.61	217.61
<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
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					417.59	417.59
<b>Other Types of Expenses</b>						0.00
FD Equipment Purchases						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

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## Cheyenne-Laramie County EMS Joint Powers Board

03/08/22

## General Ledger

Accrual Basis

As of March 8, 2022

Type	Date	Num	Name	Memo	Amount	Balance
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
Check	12/28/2021		Dr. Gary Schmitz	January Medical Director	2,916.66	131,249.91
Check	12/28/2021		Amy P. Tortorich P.C	January Medical Director	2,916.66	134,166.57
Check	12/28/2021		Laramie County Treasurer	January Comb Amb Dispatch	14,000.00	148,166.57
Check	01/04/2022		Narva & Associates, Inc.	January Contract Admin Payment	5,833.33	153,999.90
Check	01/25/2022		Laramie County Treasurer	February Comb Amb Dispatch	14,000.00	167,999.90
Check	01/25/2022		Amy P. Tortorich P.C	February Medical Director	2,916.66	170,916.56
Check	01/25/2022		Dr. Gary Schmitz	February Medical Director	2,916.66	173,833.22
Check	02/01/2022		Narva & Associates, Inc.	February Contract Admin	5,833.33	179,666.55
Check	03/01/2022		Amy P. Tortorich P.C	March Medical Director	2,916.66	182,583.21
Check	03/01/2022		Dr. Gary Schmitz	March Medical Director	2,916.66	185,499.87
Check	03/01/2022		Laramie County Treasurer	March Comb Amb Dispatch	14,000.00	199,499.87
Check	03/01/2022		Narva & Associates, Inc.	March Contract Admin	5,833.33	205,333.20
Total Program Admin Reimbursements					205,333.20	205,333.20
Reconciliation Discrepancies						0.00
Total Reconciliation Discrepancies						0.00
Reserve						0.00
Total Reserve						0.00
Travel and Meetings						0.00
Conference, Convention, Meeting						0.00
Total Conference, Convention, Meeting						0.00
Travel						0.00
Total Travel						0.00
Travel and Meetings - Other						0.00
Total Travel and Meetings - Other						0.00
Total Travel and Meetings						0.00
No acct						0.00
Total no acct						0.00
<b>TOTAL</b>					<b>0.00</b>	<b>0.00</b>

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## Cheyenne-Laramie County EMS Joint Powers Board

03/08/22

## Profit &amp; Loss Detail

Accrual Basis

July 1, 2021 through March 8, 2022

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
01/06/2022			January Contract Payment	26,083.33	154,413.38
01/31/2022			February Contract Payment	26,083.33	180,496.71
03/01/2022			March Contract Payment	26,083.33	206,580.04
Total Contract Payment				206,580.04	206,580.04
<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
12/29/2021			Interest	0.96	5.76
01/29/2022			Interest	0.91	6.67
02/28/2022			Interest	1.00	7.67
Total Investments				7.67	7.67
Total Income				206,587.71	206,587.71
<b>Expense</b>					
<b>Contract Services</b>					
<b>Professional Services</b>					
01/26/2022		Yearli - Greatland	Annual 1099-NEC Forms	10.98	10.98
Total Professional Services				10.98	10.98
Total Contract Services				10.98	10.98
<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
01/04/2022	1010	APG Media of The Rockies	Legal Notice Ad# 188890	99.99	199.98
Total Legal Advertising				199.98	199.98
<b>Meeting Expenses</b>					
08/10/2021		Olive Garden	Executive Meeting	116.99	116.99
12/14/2021		Silver Mine Subs	December Executive Meeting	100.62	217.61
Total Meeting Expenses				217.61	217.61
Total Operations				417.59	417.59
<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
12/28/2021		Dr. Gary Schmitz	January Medical Director	2,916.66	131,249.91
12/28/2021		Amy P. Tortorich P.C	January Medical Director	2,916.66	134,166.57
12/28/2021		Laramie County Treasurer	January Comb Amb Dispatch	14,000.00	148,166.57
01/04/2022		Narva & Associates, Inc.	January Contract Admin Payment	5,833.33	153,999.90
01/25/2022		Laramie County Treasurer	February Comb Amb Dispatch	14,000.00	167,999.90
01/25/2022		Amy P. Tortorich P.C	February Medical Director	2,916.66	170,916.56
01/25/2022		Dr. Gary Schmitz	February Medical Director	2,916.66	173,833.22
02/01/2022		Narva & Associates, Inc.	February Contract Admin	5,833.33	179,666.55
03/01/2022		Amy P. Tortorich P.C	March Medical Director	2,916.66	182,583.21

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03/08/22

Accrual Basis

**Cheyenne-Laramie County EMS Joint Powers Board**

**Profit & Loss Detail**

July 1, 2021 through March 8, 2022

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
03/01/2022		Dr. Gary Schmitz	March Medical Director	2,916.66	185,499.87
03/01/2022		Laramie County Treasurer	March Comb Amb Dispatch	14,000.00	199,499.87
03/01/2022		Narva & Associates, Inc.	March Contract Admin	5,833.33	205,333.20
Total Program Admin Reimbursements				205,333.20	205,333.20
Total Expense				205,761.77	205,761.77
Net Income				825.94	825.94