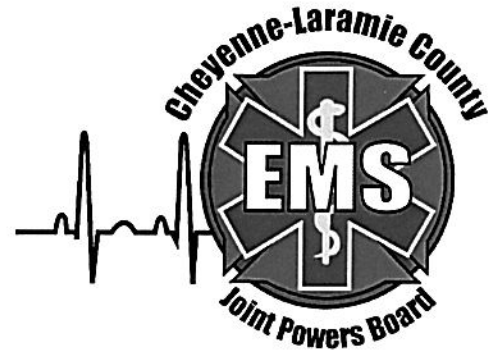


# **Cheyenne / Laramie County Emergency Medical Services Joint Powers Board**

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3962 Archer Parkway  
Cheyenne, WY 82009



## Agenda

**May 10, 2022**

### Regular Meeting

1. CRMC Board Representative
2. Previous Meeting Minutes
3. Finances
  - a. Annual Budget Submittal
4. Monthly Reports
  - a. Narva & Associates
    - i. Exhibit 2
  - b. AMR
5. Medical Directors
6. Cheyenne Regional Medical Center
7. LifeLine
  - a. AirMedCare Memberships
8. Dispatch
9. Eastern LC EMS (Albin, Pine Bluffs)
10. FE Warren AFB/VA Medical Center
11. Cheyenne Fire Rescue
12. County Fire Districts
13. Information Technology
14. Funding Requests
15. Old Business
16. New Business

# Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

3962 Archer Parkway  
Cheyenne, WY 82009



Minutes for Tuesday May 10, 2022

## **Board Members:**

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

## **Meeting Attendees:**

Jon Narva, Narva & Associates  
Kassandra Moloney, AMR  
Chris Williams, AMR  
Cody Schilling, AMR  
Derek Hendrin, AMR  
Larry Jones, AMR  
Dr. Amy Tortorich, Medical Director  
Jenn Kerr, LifeLine  
Amy Scott, AirMedCare  
Brice Jacobsen, Cheyenne Fire Rescue  
Andrew Dykeshorn, Cheyenne Fire Rescue  
Matt Butler, CLCEMA  
Beth Harris, CLCEMA  
Dominic Davis, LC IT  
Linda Heath, Laramie County Commissioners

The Cheyenne/Laramie County EMS Joint Powers Board meeting was held in person and virtually via Zoom beginning at 1:34pm. Jeanine West began the meeting by welcoming everyone.

### **1. CRMC Board Representative**

Jeanine introduced the new CRMC Board Representative, Jared Skagen, to the group. Introductions by those present were made and the group welcomed Jared to the Board.

## 2. 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. Chief Kopper made a motion to accept the minutes as written. Josh Van Vlack seconded the motion. All board members voted in favor.

## 3. Finances

Chief Kopper reported that the payments were typical for the month. Beth Harris reported that nothing further was heard on the amended budget. She added that the annual budget is due and a copy of the proposed budget was sent to the Board. Beth stated that the budget will need to be approved at the June meeting which will be a public meeting. The legal notice would be sent out this week and posted in the Wyoming Tribune Eagle and on our website. Jeanine added that the public meeting will be held at the beginning of next month's meeting followed by the regular monthly meeting. Byron Mathews motioned to approve the financial report. Josh Van Vlack seconded the motion; all board members voted in favor.

## 4. Monthly Reports

- a. Narva & Associates: Jon Narva reported that overall it was a normal month and AMR was compliant in all priorities. He stated that there was a followup on the new graphic for the EMS Response Map Layer. He reported that he did followup with Jeff Kling in GIS and they are working on it. The correction to the map was to remove the Burns EMS wording, but otherwise the response map is working with the system and there have not been any issues. There were 43 exemption requests with 2 denials for overload requests. Jon reviewed the definition of an overload. He explained that one denial did not meet the requirements for it to be exempted, but the other was denied due to some confusing wording in the contract. There will be further discussion on the wording later in the agenda. Jon reported that there was one issue that AMR is working on with their OPAP representatives to resolve calculations. The OPAP report showed 4 late calls for transports and AMR noted that there were actually 6 late calls. The data is valid and correct. Jon added that OPAP does calculate Priorities 7-9 even though they are not part of the contract and therefore he did include it in the report for the Board to review. Jon reported that the total unit hours are consistent with the contract and overall calls were up for the month. Under recommendations, Jon recommended the approval of the Exhibit 2 changes. He also recommended that the Board discuss and correct the wording in the contract relating to the overload calculations under 11.3.3.c to 11.3.3.e. The exemption to Priority 1 & 2 should be moved from the overload section to the 100 Call Rule.
  - i. Exhibit 2: Jon reported that he was able to confer with the Medical Directors on the changes to the exhibit. He reported that they were approved and AMR was notified that the changes could be made.
- b. AMR: Cody Schilling reported on the number of calls and the late calls that were reported for the month. There were 10 mutual aid responses in the surrounding areas. Cody reviewed the various call types for the month. He added that the schedule remain unchanged, however a new schedule will begin May 2<sup>nd</sup> to coincide with the CFR

schedule. The new schedule for the entire system will begin May 16<sup>th</sup>, but there are minimal changes to this schedule. Cody stated that for staffing they are down 3 full time EMTs and 2 full time Paramedics but they will be hiring people over the next month. He continued stating that they are still on call for Mobile Health and reviewed the many special events they participated over the month. Cody reviewed the many activities with their partner agencies and upcoming events for the season. He announced to the group that there was a change in the posting locations from Blue FCU to the VA. There were 3 clinical investigations completed and chart reviews were conducted. Cody reported that several training classes were conducted and preventative maintenance was completed. He noted that MS158 had an issue with overheating and that it was being repaired. Cody stated that there were DriveCam triggers which included hard breaking, speeding due to some units not being able to be governed, and close proximity. He announced that the CAAS application was submitted and they will be starting a new Therapy Dog Program. AMR has found a dog, but they need to hire a handler.

5. Medical Directors

Dr. Tortorich reported that there some questions on expired medications and participated in the ALTO training. They are looking at the protocol for ALTO. There will be a special protocol meeting for the ALTO protocol on Thursday.

6. CRMC

Jared Skagen reported that the garage doors are still not working and that unfortunately there is no time frame for the repairs. The hospital has now implemented a badge access system due to unauthorized persons entering the ED. He acknowledged that there have been some challenges with the badging for AMR personnel and discussions are being had between Security and AMR. Jared announce that the helipad exercise will be May 24<sup>th</sup>. Jeanine asked if the badge requirements were in response to the CMS requirements. Jared stated that it was not a specific CMS requirement. Jeanine also asked how the CRMC transports were going. Jared replied that this past month they had 790 transports.

7. LifeLine

Jenn reported that they are scheduled to conduct training with AMR and if anyone is interested they are welcome to attend the Landing Zone training.

- a. AirMedCare Memberships: Amy Scott, Membership Sales Manager, gave a brief presentation on the new membership program that is now approved to be offered in Wyoming. She offered to go more in depth with the program at a later time, but if anyone has any questions, they can reach out to her. Commissioner Heath asked if someone is transported from here to somewhere outside of the membership area, is this service covered. Amy replied that the coverage is for any aircraft partner that they are contracted with nationwide, there will be no out of pocket expense for the flight. Jenn Kerr provided a brochure of the coverage areas. Jeanine asked if there was a .pdf version of the brochure that could be sent out with the meeting minutes. Amy stated that she can provide one. A copy will be sent to Beth.

8. LCCCC

Nothing to report.

9. Pine Bluffs/Burns/Albin EMS

Jeanine announced that a new Director of EMS for Pine Bluffs has been appointed, Tony Perry. She is scheduled to meet with him and Allie Leitza over the next month to discuss the Board. Cody reported that Albin EMS has arranged with AMR to get oxygen and make arrangements for their supply.

10. FE Warren AFB/VA

Major Wetzler announced that the first Air Show exercise will be in June. He added that his replacement will be here in July and will bring the new representative to the July meeting.

11. Cheyenne Fire Rescue

Brice Jacobsen reported that the ALTO training went well and that more training will be scheduled soon. They are expecting a go live date of June 1<sup>st</sup>. Andrew Dykeshorn reported the process for coordinating rehab through IC. They will also be doing RERT familiarization with AMR and conducting a toxicological class for up to 30 Paramedics.

12. County Fire Districts

Matt Butler wanted to thank AMR for their help with the Polo Ranch fire.

13. Information Technology

Dominic Davis reported that there was a significant upgrade completed and announced that if there are any issues, to contact IT for help.

14. Funding Requests

Nothing to report.

15. Old Business

There was no old business to discuss.

16. New Business

- a. Exhibit 2: Jeanine stated that the new exhibit was sent to the Board and asked if there were any comments. Chief Kopper moved to approve Exhibit 2. Josh VanVlack seconded. Jon stated that there were very few changes, just adjustments to allow more room in the units for the LUCAS devices. All voted in favor of the update.
- b. EMS Contract Wording: Jeanine reviewed that under 11.3.3.c Exemption Requests, it was researched and there was a misprint. The "Except for Priority 1 and 2 call" should have been added to 11.3.3.e 100 Call Transport Rule. The solution to move the wording to the intended place in the contract would need to be discussed and an addendum to the contract approved by the Board. The addendum would be reviewed by the County Attorney and AMR. After that, the Board would need to move to approve the addendum at the next meeting for final signatures. Jeanine also made note that the example section under 11.3.3.e where it uses Priority 1 and 2 calls, would need to be

changed to Priority 4 and 5 since they would not be considered under this section. The suggested wording was provided to the Board by Beth and Jeanine which would read:

e) One Hundred Transport Rule

1. For the purposes of determining compliance with response time requirements within the service area each month, the following method will be used except for Priority 1 and Priority 2 calls:

2. For example, if a geographical category produces 105 Priority 5 transports and 89 Priority 4 transports during a single month, the CONTRACTOR will be required to meet 90% compliance for the month for Priority 5, while Priority 4 will be subject to the 100 Transport Rule.

Byron Mathews moved to amend section 11.3.3.c by removing “Except for Priority 1 and 2 calls” and inserting the wording into 11.3.3.e and defer the example language to be submitted with the amendment to reflect the correct change. Chief Kopper seconded the motion. Byron stated that the wording was simply being corrected to the intended section. All voted to approve.

The meeting was adjourned at 2:24pm.



## Cheyenne Regional Medical Center

214 East 23rd Street  
Cheyenne, WY 82001  
307-634-2273  
www.crmcwy.org

May 2, 2022

**Via Email: [jwest@laramiecounty.com](mailto:jwest@laramiecounty.com)**

Jeanine West  
Cheyenne Laramie County  
Emergency Management

Dear Ms. West:

Please accept this letter as notice that Cheyenne Regional Medical Center has appointed Jared Skagen, Director of Trauma and Emergency Services, as its representative on the Laramie County Joint Powers Board effective May 1, 2022.

Should you have any questions regarding this appointment, please do not hesitate to contact me.

Sincerely,

DocuSigned by:

*Joanna R. Vilos*

7BDA03BCBFB0429...

Joanna R. Vilos  
Chief Legal & Human Resources Officer  
Cheyenne Regional Medical Center  
307.633.7414  
[Joanna.Vilos@crmcy.org](mailto:Joanna.Vilos@crmcy.org)

Cheyenne-Laramie County EMS Joint Powers Board

5/9/2022 8:40 AM

Register: Wyoming Bank & Trust

From 07/01/2021 through 05/09/2022

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
02/29/2021			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

5/9/2022 8:40 AM

Register: Wyoming Bank & Trust

From 07/01/2021 through 05/09/2022

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...		X	26,083.33	157,038.60
03/01/2022		Amy P. Tortorich P.C	Program Admin Reimb...	March Medical...	2,916.66	X		154,121.94
03/01/2022		Dr. Gary Schmitz	Program Admin Reimb...	March Medical...	2,916.66	X		151,205.28
03/01/2022		Laramie County Trea...	Program Admin Reimb...	March Comb A...	14,000.00	X		137,205.28
03/01/2022		Narva & Associates, ...	Program Admin Reimb...	March Contract...	5,833.33	X		131,371.95
03/10/2022		Quickbooks	Operations:Supplies	Annual Subsier...	367.49	X		131,004.46
03/28/2022		Laramie County Trea...	Program Admin Reimb...	April Comb A...	14,000.00	X		117,004.46
03/28/2022		Dr. Gary Schmitz	Program Admin Reimb...	April Medical ...	2,916.66	X		114,087.80
03/28/2022		Amy P. Tortorich P.C	Program Admin Reimb...	April Medical ...	2,916.66	X		111,171.14
03/28/2022	1011	Cheyenne Regional ...	Equipment Reserve	ALTO Funding...	12,514.00	X		98,657.14
03/31/2022			Contract Payment	April Contract ...		X	26,083.33	124,740.47
03/31/2022			Investments	Interest		X	1.09	124,741.56
04/01/2022		Narva & Associates, ...	Program Admin Reimb...	April Contract ...	5,833.33	X		118,908.23
04/25/2022		Laramie County Trea...	Program Admin Reimb...	May Comb Am...	14,000.00	X		104,908.23
04/25/2022		Dr. Gary Schmitz	Program Admin Reimb...	May Medical D...	2,916.66	X		101,991.57
04/25/2022		Amy P. Tortorich P.C	Program Admin Reimb...	May Medical D...	2,916.66	X		99,074.91
04/30/2022			Investments	Interest		X	1.01	99,075.92
05/02/2022			Contract Payment	May Contract ...			26,083.33	125,159.25
05/02/2022		Narva & Associates, ...	Program Admin Reimb...	May Contract ...	5,833.33			119,325.92

## Cheyenne-Laramie County EMS Joint Powers Board

05/09/22

## General Ledger

Accrual Basis

As of May 9, 2022

Type	Date	Num	Name	Memo	Amount	Balance
US Bank Checking						0.00
Total US Bank Checking						0.00
Wyoming Bank & Trust						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	01/26/2022		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
Check	03/10/2022		Quickbooks	Annual Subscription Renewal	-367.49	131,004.46
Check	03/28/2022		Laramie County Treasurer	April Comb Amb Dispatch	-14,000.00	117,004.46
Check	03/28/2022		Dr. Gary Schmitz	April Medical Director	-2,916.66	114,087.80
Check	03/28/2022		Amy P. Tortorich P.C	April Medical Director	-2,916.66	111,171.14
Check	03/28/2022	1011	Cheyenne Regional Med...	ALTO Funding Request Invoice FY2...	-12,514.00	98,657.14
Deposit	03/31/2022			April Contract Payment	26,083.33	124,740.47
Deposit	03/31/2022			Interest	1.09	124,741.56
Check	04/01/2022		Narva & Associates, Inc.	April Contract Admin	-5,833.33	118,908.23
Check	04/25/2022		Laramie County Treasurer	May Comb Amb Dispatch	-14,000.00	104,908.23
Check	04/25/2022		Dr. Gary Schmitz	May Medical Director	-2,916.66	101,991.57
Check	04/25/2022		Amy P. Tortorich P.C	May Medical Director	-2,916.66	99,074.91
Deposit	04/30/2022			Interest	1.01	99,075.92
Check	05/02/2022		Narva & Associates, Inc.	May Contract Admin	-5,833.33	93,242.59
Deposit	05/02/2022			May Contract Payment	26,083.33	119,325.92
Total Wyoming Bank & Trust					1,529.91	119,325.92
Assessments Receivables						0.00
Total Assessments Receivables						0.00

Cheyenne-Laramie County EMS Joint Powers Board

General Ledger

As of May 9, 2022

Type	Date	Num	Name	Memo	Amount	Balance
<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
Transfer	02/01/2022			Funds Transfer	-15,000.00	-52,290.98
Check	03/28/2022	1011	Cheyenne Regional Med...	ALTO Funding Request Invoice FY2...	12,514.00	-39,776.98
Total Equipment Reserve					-236.00	-39,776.98
<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
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
Deposit	03/31/2022			April Contract Payment	-26,083.33	-232,663.37
Deposit	05/02/2022			May Contract Payment	-26,083.33	-258,746.70
Total Contract Payment					-258,746.70	-258,746.70
<b>Direct Public Support</b>						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
<b>Investments</b>						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
Deposit	03/31/2022			Interest	-1.09	-8.76
Deposit	04/30/2022			Interest	-1.01	-9.77
Total Investments - Other					-9.77	-9.77
Total Investments					-9.77	-9.77
<b>Other Types of Income</b>						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

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05/09/22

Accrual Basis

## Cheyenne-Laramie County EMS Joint Powers Board

## General Ledger

As of May 9, 2022

Type	Date	Num	Name	Memo	Amount	Balance
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
Check	01/28/2022		Yearli - Greatland	Annual 1099-NEC Forms	10.98	10.98
Total Professional Services					10.98	10.98
<b>Contract Services - Other</b>						0.00
Total Contract Services - Other						0.00
Total Contract Services					10.98	10.98
<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
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
Check	03/10/2022		Quickbooks	Annual Subscription Renewal	OFFICE 367.49	367.49
Total Supplies					367.49	367.49
<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					785.08	785.08
<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

Cheyenne-Laramie County EMS Joint Powers Board

General Ledger

As of May 9, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Total Other Types of Expenses - Other						0.00
Total Other Types of Expenses						0.00
<b>Program Admin Reimbursements</b>						<b>0.00</b>
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
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
Check	03/28/2022		Laramie County Treasurer	April Comb Amb Dispatch	14,000.00	219,333.20
Check	03/28/2022		Dr. Gary Schmitz	April Medical Director	2,916.66	222,249.86
Check	03/28/2022		Amy P. Tortorich P.C	April Medical Director	2,916.66	225,166.52
Check	04/01/2022		Narva & Associates, Inc.	April Contract Admin	5,833.33	230,999.85
Check	04/25/2022		Laramie County Treasurer	May Comb Amb Dispatch	14,000.00	244,999.85
Check	04/25/2022		Dr. Gary Schmitz	May Medical Director	2,916.66	247,916.51
Check	04/25/2022		Amy P. Tortorich P.C	May Medical Director	2,916.66	250,833.17
Check	05/02/2022		Narva & Associates, Inc.	May Contract Admin	5,833.33	256,666.50
Total Program Admin Reimbursements					256,666.50	256,666.50
<b>Reconciliation Discrepancies</b>						<b>0.00</b>
Total Reconciliation Discrepancies						0.00
<b>Reserve</b>						<b>0.00</b>
Total Reserve						0.00
<b>Travel and Meetings</b>						<b>0.00</b>
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
<b>No acctnt</b>						<b>0.00</b>
Total no acctnt						0.00
<b>TOTAL</b>					<b>0.00</b>	<b>0.00</b>

## Cheyenne-Laramie County EMS Joint Powers Board

05/09/22

## Profit &amp; Loss Detail

Accrual Basis

July 1, 2021 through May 9, 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
03/31/2022			April Contract Payment	26,083.33	232,663.37
05/02/2022			May Contract Payment	26,083.33	258,746.70
Total Contract Payment				258,746.70	258,746.70
<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
03/31/2022			Interest	1.09	8.76
04/30/2022			Interest	1.01	9.77
Total Investments				9.77	9.77
Total Income				258,756.47	258,756.47
<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
<b>Supplies</b>					
03/10/2022		Quickbooks	Annual Subscription Renewal	367.49	367.49
Total Supplies				367.49	367.49
Total Operations				785.08	785.08
<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
0/29/2021		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

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## Cheyenne-Laramie County EMS Joint Powers Board

05/09/22

## Profit &amp; Loss Detail

Accrual Basis

July 1, 2021 through May 9, 2022

Date	Num	Name	Memo	Amount	Balance
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
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
03/28/2022		Laramie County Treasurer	April Comb Amb Dispatch	14,000.00	219,333.20
03/28/2022		Dr. Gary Schmitz	April Medical Director	2,916.66	222,249.86
03/28/2022		Amy P. Tortorich P.C	April Medical Director	2,916.66	225,166.52
04/01/2022		Narva & Associates, Inc.	April Contract Admin	5,833.33	230,999.85
04/25/2022		Laramie County Treasurer	May Comb Amb Dispatch	14,000.00	244,999.85
04/25/2022		Dr. Gary Schmitz	May Medical Director	2,916.66	247,916.51
04/25/2022		Amy P. Tortorich P.C	May Medical Director	2,916.66	250,833.17
05/02/2022		Narva & Associates, Inc.	May Contract Admin	5,833.33	256,666.50
Total Program Admin Reimbursements				256,666.50	256,666.50
Total Expense				257,462.56	257,462.56
Net Income				1,293.91	1,293.91