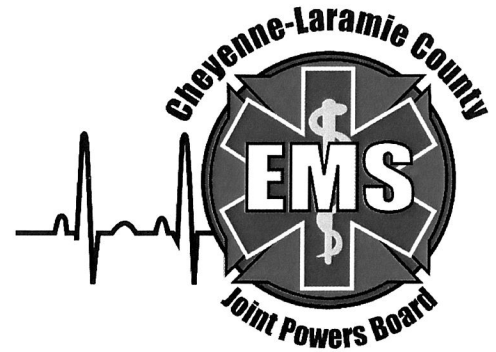


# Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

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3962 Archer Parkway  
Cheyenne, WY 82009



## Agenda

**June 14, 2022**

### Annual Meeting

1. Annual Budget Review

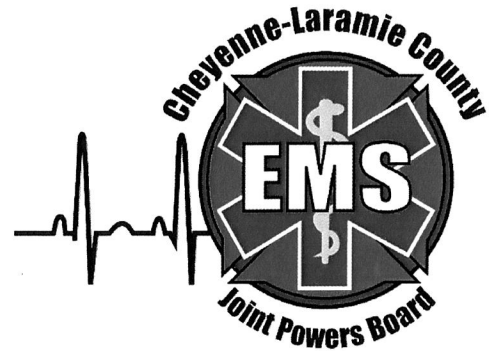
### Regular Meeting

2. Previous Meeting Minutes
3. Finances
4. Monthly Reports
  - a. Narva & Associates
  - b. AMR
5. Medical Directors
6. Cheyenne Regional Medical Center
7. LifeLine
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
  - a. EMS Contract Addendum
16. New Business

# Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

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3962 Archer Parkway  
Cheyenne, WY 82009



Minutes for Tuesday June 14, 2022  
Annual Budget Hearing and Approval

## **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  
Jillian McLaughlin, AMR  
Larry Jones, AMR  
Dr. Gary Schmitz, Medical Director  
Amber Young, LCCCC

Brice Jacobsen, Cheyenne Fire Rescue  
Matt Butler, CLCEMA  
Beth Harris, CLCEMA  
Kate Hoffman, LC IT  
Linda Heath, LC Commissioners

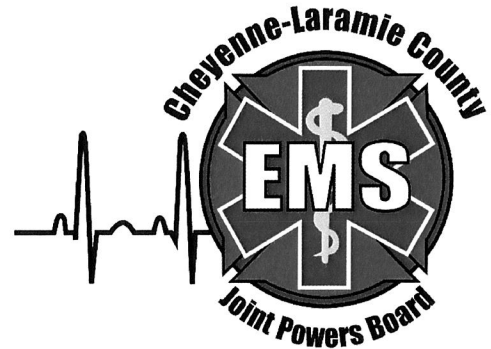
The Cheyenne/Laramie County EMS Joint Powers Board annual public budget hearing was held at the Cheyenne/Laramie County Emergency Management Agency. It began at 1:30pm and adjourned at 1:34pm.

Jeanine West began the meeting by welcoming everyone to the annual meeting. Chief Kopper, the Secretary/Treasurer for the board asked if there was any public comment concerning the proposed budget. No public comments were received in writing or during this meeting. He advised there were no changes in the budget for this next fiscal year. Byron Mathews made a motion to accept the 2023 budget as written. Josh Van Vlack seconded the motion. There was no further discussion. All board members voted in favor.

The public budget hearing was adjourned at 1:32pm.

# Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

3962 Archer Parkway  
Cheyenne, WY 82001



## LEGAL NOTICE

### Notice of Annual Meeting for Cheyenne/Laramie County EMS Joint Powers Board

A public meeting will be held on June 14, 2022 at 1:30pm at the Cheyenne/Laramie County Emergency Management Office, 3962 Archer Parkway, Cheyenne, WY 82009. The meeting will be to discuss and adopt the proposed Fiscal Year 2023 budget for the Cheyenne/Laramie County Emergency Medical Services Joint Powers Board. All interested citizens are encouraged to attend and comment.

#### Proposed Appropriations

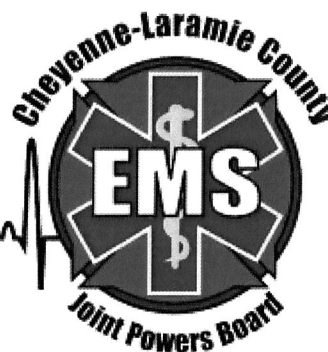
Accounting/Auditing	\$ 30.00
Legal Advertising	\$ 600.00
Meeting Expenses	\$ 1,000.00
Postage, Mailing Service	\$ 30.00
Printing and Copying	\$ 700.00
Professional Services	\$ 500.00
Supplies	\$ 500.00
Training	\$ 1,500.00
Travel	\$ 1,000.00
Equipment Reserve	\$39,776.98
Remaining Account Balance	\$79,548.94 (Estimated)
Admin Reimbursements/Pass through Funds	\$308,000.00
Total Appropriations	\$362,777.00

This information is available in alternative forms. If reasonable accommodations are required, please contact:

Laramie County Emergency Management Agency  
3962 Archer Parkway  
Cheyenne, WY 82009  
(307) 633-4336  
(307) 633-4337 (fax)  
[Emergencymanagement@laramiecounty.com](mailto:Emergencymanagement@laramiecounty.com)

# 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  
Jillian McLaughlin, AMR  
Larry Jones, AMR  
Dr. Gary Schmitz, Medical Director  
Amber Young, LCCCC  
Brice Jacobsen, Cheyenne Fire Rescue  
Matt Butler, CLCEMA  
Beth Harris, CLCEMA  
Kate Hoffman, LC IT  
Linda Heath, Laramie County Commissioners

The Cheyenne/Laramie County EMS Joint Powers Board meeting was held in person beginning at 1:32pm. 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. Byron Mathews 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 the payments were typical for the month and reviewed the totals for the account which included the expenditure for the Public Notice for the annual meeting. Byron Mathews motioned to approve the financial report. Josh Van Vlack seconded the motion; all board members voted in favor.



### 3. Monthly Reports

- a. Narva & Associates: Jon Narva reported that overall it was a normal month and AMR was compliant in all priorities. This last month the calls were down with the same distribution call. Jon informed the group that the final graphic for Exhibit 7 has not been completed however the LCCCC dispatching is using the correct layer for dispatching units. The only item we are waiting on is the removal of the Burns EMS jurisdiction from the printed graphic. Jeanine asked if the delay was due to the GIS office being short staffed. Jon responded that it was his understanding that they were and the office was working towards the completion of the printed graphic. Jon reported that there were 11 late calls in the Priority 5 transfers which were put on hold for emergent calls. AMR was still compliant in this area and are noted in the log provided in the monthly report.
  
- b. AMR: Kassi Moloney reported that their call volume was slightly down. There were a total of 6 mutual aid requests. She added that the deployment schedule has not changed. There will be a change in the Captains' schedules in June from 24 hour shifts to 12 hour shifts. Kassi stated that they have added a fourth Captain, Jillian McLaughlin, to help staff the schedule. She continued to review the structure of the new schedule. As for staffing, Kassi reported that they are short on EMTs, but are fully staffed on Paramedics. They are using summer help to fill in for the EMT positions. She reviewed the special events schedule for the month and in the future. Kassi went through the partnering agencies and their projects together. She noted that the ALTO MOU has been sent to legal at CRMC and are awaiting their response. She also informed the group that they have moved their post from Blue FCU on Pershing and are now posting at the VA. Kassi stated that there were no clinical investigations and several chart reviews were completed. There were also several trainings that AMR participated in. Kassi added that there were 14 total DriveCam triggers. Causes were speeding due to 2 of the units not able to be governed, braking, and a blocked camera. Kassi stated that there was a side swipe, during an emergent call, with a private vehicle that resulted in minimal damage to both vehicles. This incident did not cause a trigger with the DriveCam and a Captain responded to the scene after the other driver made contact with dispatch to report the accident. After the call was completed, the unit returned to the scene and no one was cited for the accident. Kassi reported that they have not heard anything recently about their CAAS application. As for the therapy dog program, they have received 2 applications and hope to move forward with starting the program.

### 4. Medical Directors

Dr. Schmitz reported that Albin is doing well and have 2 new recruits. He added that Pine Bluffs has a new EMS Supervisor, Tony Perry. Jeanine announced that she does have a meeting with him on Friday to discuss the EMS Joint Powers Board. She added that they have had some good discussions on the operations of Pine Bluffs EMS and answered quite a few of his questions. Dr. Schmitz talked briefly about the new ALTO program and the benefits of this program. He added that case reviews went well.

5. CRMC

Jared Skagen reported that there is construction starting at the East campus starting in September and therefore ambulances will need to use the main entrance.

6. LifeLine

Nothing to report.

7. LCCCC

Amber Young reported that due to staffing challenges, they will be switching back to 12 hour shifts July 1<sup>st</sup>. On the day of the meeting LCCCC staff were participating in Active Shooter training. She announced that she will be conducting her Line of Duty Deaths presentation for the APCO conference if anyone is interested.

8. Pine Bluffs/Burns/Albin EMS

See meeting minutes under Medical Directors.

9. FE Warren AFB/VA

Major Wetzler wanted to say thank you to AMR for their quick response in regards to a staff member having a heart attack. He had a question on the dispatch of calls, when a staff member called into dispatch they were informed that the address did not exist and therefore were unable to respond. Byron Mathews provided an explanation that the FE Warren and Guard base were asked to assist in working with the GIS office to resolve the address issue, but that it was stalled in the higher offices of the Federal Government. In summary, the conversation needs to begin again and followed through with FE Warren AFB decision makers. Jeanine recommended that the notes from previous meetings be provided to the medical group so that this issue can be resolved with Major Wetzler's successor. He added that he may or may not be present at the July meeting.

10. Cheyenne Fire Rescue

Chief Kopper reported that there were 2 graduates who started. Brice Jacobsen provided an update on the ALTO progress and will send out the new podcasts for everyone.

11. County Fire Districts

Nothing to report.

12. Information Technology

Kate Hoffman reported that they are beginning preparations for CFD and they are finishing the cleanup from the recent update. She added that the issue with the MVAs is still being worked on and requested an updated contact for the company to resolve the reporting issue.

13. Funding Requests

Nothing to report.

14. Old Business

- a. EMS Contract Addendum: Jeanine reviewed that an addendum was approved by the Board to address the wording in 11.3.3.c and e. It was signed and returned to the Board. Josh Van Vlack made a motion to approve the addendum as prepared. Chief Kopper seconded the motion. All members voted in favor. Jeanine stated that the contract will be updated and sent to the group.

15. New Business

Nothing to report.

The meeting was adjourned at 2:24pm.

Cheyenne-Laramie County EMS Joint Powers Board

6/13/2022 8:12 AM

Register: Wyoming Bank & Trust

From 07/01/2021 through 06/13/2022

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

6/13/2022 8:12 AM

Register: Wyoming Bank & Trust

From 07/01/2021 through 06/13/2022

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 Subscr...	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 ...		X	26,083.33	125,159.25
05/02/2022		Narva & Associates, ...	Program Admin Reimb...	May Contract ...	5,833.33	X		119,325.92
05/16/2022	1012	APG Media of The R...	Operations:Legal Adve...	Annual Budget...	240.00	X		119,085.92
05/23/2022		Laramie County Trea...	Program Admin Reimb...	June Comb Am...	14,000.00	X		105,085.92
05/23/2022		Dr. Gary Schmitz	Program Admin Reimb...	June Medical ...	2,916.66	X		102,169.26
05/23/2022		Amy P. Tortorich P.C	Program Admin Reimb...	June Medical ...	2,916.66	X		99,252.60
05/26/2022			Contract Payment	June Contract ...		X	26,083.33	125,335.93
05/31/2022			Investments	Interest		X	1.02	125,336.95

## Cheyenne-Laramie County EMS Joint Powers Board

06/13/22

## General Ledger

Accrual Basis

As of June 13, 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 Cotntract 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
Check	05/16/2022	1012	APG Media of The Rocki...	Annual Budget Notice Ad #236086	-240.00	119,085.92
Check	05/23/2022		Laramie County Treasurer	June Comb Amb Dispatch	-14,000.00	105,085.92
Check	05/23/2022		Dr. Gary Schmitz	June Medical Director	-2,916.66	102,169.26
Check	05/23/2022		Amy P. Tortorich P.C	June Medical Director	-2,916.66	99,252.60
Deposit	05/26/2022			June Contract Payment	26,083.33	125,335.93

## Cheyenne-Laramie County EMS Joint Powers Board

06/13/22

## General Ledger

Accrual Basis

As of June 13, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	05/31/2022			Interest	1.02	125,336.95
Total Wyoming Bank & Trust					7,540.94	125,336.95
<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
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
Deposit	05/26/2022			June Contract Payment	-26,083.33	-284,830.03
Total Contract Payment					-284,830.03	-284,830.03
<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
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
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
Deposit	05/31/2022			Interest	-1.02	-10.79
Total Investments - Other					-10.79	-10.79

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## Cheyenne-Laramie County EMS Joint Powers Board

06/13/22

## General Ledger

Accrual Basis

As of June 13, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Total Investments					-10.79	-10.79
<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
Check	01/26/2022		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
Check	05/16/2022	1012	APG Media of The Rocki...	Annual Budget Notice Ad #236086	240.00	439.98
Total Legal Advertising					439.98	439.98
<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	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



Cheyenne-Laramie County EMS Joint Powers Board

General Ledger

As of June 13, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Total Operations					1,025.08	1,025.08
<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
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
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
Check	05/23/2022		Laramie County Treasurer	June Comb Amb Dispatch	14,000.00	270,666.50
Check	05/23/2022		Dr. Gary Schmitz	June Medical Director	2,916.66	273,583.16
Check	05/23/2022		Amy P. Tortorich P.C	June Medical Director	2,916.66	276,499.82
Total Program Admin Reimbursements					276,499.82	276,499.82
<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 acct</b>						0.00

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06/13/22  
Accrual Basis

**Cheyenne-Laramie County EMS Joint Powers Board**  
**General Ledger**  
**As of June 13, 2022**

Type	Date	Num	Name	Memo	Amount	Balance
Total no acct						0.00
<b>TOTAL</b>					<u>0.00</u>	<u>0.00</u>

## Cheyenne-Laramie County EMS Joint Powers Board

06/13/22

## Profit &amp; Loss Detail

Accrual Basis

July 1, 2021 through June 13, 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
05/26/2022			June Contract Payment	26,083.33	284,830.03
Total Contract Payment				284,830.03	284,830.03
<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
05/31/2022			Interest	1.02	10.79
Total Investments				10.79	10.79
Total Income				284,840.82	284,840.82
<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
05/16/2022	1012	APG Media of The Rockies	Annual Budget Notice Ad #236086	240.00	439.98
Total Legal Advertising				439.98	439.98
<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				1,025.08	1,025.08
<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
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

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## Cheyenne-Laramie County EMS Joint Powers Board

06/13/22

## Profit &amp; Loss Detail

Accrual Basis

July 1, 2021 through June 13, 2022

Date	Num	Name	Memo	Amount	Balance
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
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
05/23/2022		Laramie County Treasurer	June Comb Amb Dispatch	14,000.00	270,666.50
05/23/2022		Dr. Gary Schmitz	June Medical Director	2,916.66	273,583.16
05/23/2022		Amy P. Tortorich P.C	June Medical Director	2,916.66	276,499.82
Total Program Admin Reimbursements				276,499.82	276,499.82
Total Expense				277,535.88	277,535.88
<b>Net Income</b>				<b>7,304.94</b>	<b>7,304.94</b>