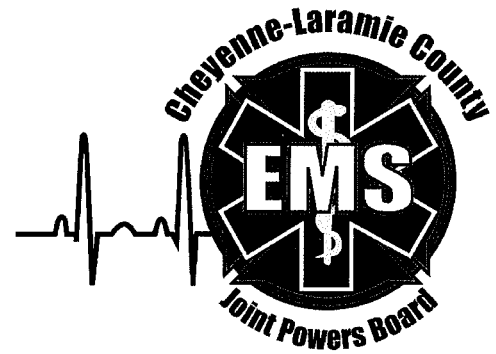


Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

3962 Archer Parkway
Cheyenne, WY 82009



Agenda

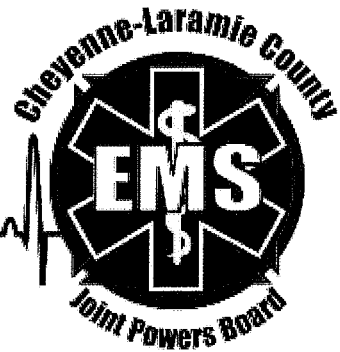
April 11, 2023

Regular Meeting

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

Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

3962 Archer Parkway
Cheyenne, WY 82009



Minutes for Tuesday April 11, 2023

Board Members:

Chairman: Jeanine West, CLC Emergency Management Agency

Vice-Chair: Josh VanVlack, Board Appointed Member

Jared Skagen, Cheyenne Regional Medical Center

Titus Norris, Cheyenne Fire Rescue

Ex-officio: Maj Joshua Berg, FE Warren Air Force Base

Meeting Attendees:

Jon Narva, Narva & Associates

Kassandra Moloney, AMR

Cody Schilling, AMR

Derek Hendrin, AMR

Chris Williams, AMR

Dr. Gary Schmitz, Medical Director

Jenn Kerr, LifeLine

Amber Young, LCCCC

Brice Jacobsen, CFR

Linda Heath, County Commissioner

Matt Butler, CLCEMA

Beth Harris, CLCEMA

The Cheyenne/Laramie County EMS Joint Powers Board meeting was held in person at the Cheyenne/Laramie County EMA beginning at 1:30pm. 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. Titus Norris seconded the motion. All board members voted in favor.

2. Finances

Beth Harris reviewed the financials for the month which were typical for the month. Jared Skagen made a motion to accept the financial report. Josh Van Vlack seconded the motion. All board members voted in favor.

3. Monthly Reports

- a. Narva & Associates: Jon Narva provided his report via conference phone. He reported that AMR was compliant in all areas and priorities for the month. There were 1037 calls for service. There were 82 exemption requests, 1 was denied, and 3 weather exemption periods where 0 exceptions were requested. Jon noted that there was an evacuation of 27 patients from the Granite Rehabilitation Center which under the contract would meet the Mass Casualty section. During this period there were 3 ambulances on-scene and no late calls were reported. There were 5 extended delays which were put on hold for higher priority calls as well 1 due to a surge in calls. There was discussion from Jeanine and Jon about the great communications with exemption requests during that period.
 - i. Protocol Committee: Brice Jacobsen and Jon Narva reported that at the quarterly meeting there were changes/amendments approved for 5 protocols. Brice noted that he will send out the protocol changes this week. It was brought up for discussion that are some challenges with communicating when updates are made to upload to the Protocol App directly in addition to the emails sent to EMS providers. It was discussed that a .pdf of the changes could be added to the main page of the App highlighting the updates when they are made.
 - ii. Protocol App Survey: Jeanine expressed concern about the communication pathway to EMS personnel. She asked if there was a way to link the protocols in the .pdf that announces changes. Brice responded that there was not a way. He added that he did receive a quote for the new app which would be \$15, 613/year and a \$9995 setup fee. Jeanine noted that funding for this would be an issue. The group continued the discussion on funding availability and the possibility of receiving funding from EMS providers in the area to offset the cost. It was determined that other groups using the app around the country did have links provided to protocols. The group finished the discussion by agreeing to look into upgrading the current protocol app subscription with PPP to present at the next meeting.
- b. AMR: Kassi Moloney provided her report to the group. There were 6 mutual aid responses for the month. The schedule will be changed slightly to move one of the shifts back to 8am and the new shift schedule would begin May 15th. Kassi reviewed the staffing for AMR. She continued with her report listing the special events and training. There were 5 clinical investigations completed for the month. Kassi reviewed the partnering agency reports and discussed the Granite

Rehabilitation Center evacuation. The group discussed the overall operations for this incident.

4. Medical Directors

Dr. Gary Schmitz provided his reports for the meetings with EMS providers. For Albin they will be going to the new ambulance barn at the new fire station. He added that they conducted chart reviews for 2 returning patients. Dr. Schmitz reported that Pine Bluffs conducted CPR training with Larry Jones and Abby Cox teaching using the computerized dummy. They also discussed with AMR and Pine Bluffs EMS as to when AMR should be canceled. They are working on a document to assist with this decision. Jeanine recommended that they also add who can cancel AMR. Dr. Schmitz stated that they conducted medical reviews primarily on CPR and he attended the protocol meeting. He also wanted to let the group know about a recent call where paramedics were called to a nursing home for a cardiac call and they were given a comfort care sheet. They will be investigating the pre-hospital care questions and look at any issues with the language of the document. The group discussed the concept of comfort care versus DNR.

- a. EMS Certifications: Jon reported that all certifications had been provided by the deadline and were given to Dr. Schmitz for review. Initial review shows that all are compliant with the state.

5. CRMC

Jared provided an update that the garage door is broken on the west side and that they will be meeting on the stroke transfer process.

6. LifeLine

Jenn Kerr announced that they are working on their public relations calendar and there LZ classes planned.

7. Dispatch

Amber Young reported that it was Telecommunicators Week this week which includes an awards dinner. She announced that they are in the process of a phone upgrade and the new recorder will be completed after this project is done. She added that they are still short staffed.

8. Eastern LC EMS

Jeanine reported for Pine Bluffs. Tony provided notes about Lifenet information sharing and EMR class is scheduled in the Fall.

9. FE Warren AFB/VA Medical Center

Dr. Berg reported that Gate 1 is closed and Gate 5 will be the main gate. They are also planning an Open House of the clinic for the providers.

10. Cheyenne Fire Rescue

Nothing to report.

11. County Fire Districts

Josh Van Vlack reported that LCFA is reaching out to their community with surveys after calls for service and are appointing volunteers to provide a customer service to their area. He added they would like to look into doing case reviews for their area and meet with Dr. Schmitz.

12. Information Technology

Nothing to report.

13. Funding Requests

Nothing to report.

14. Old Business

- a. AMR Rate Increase: Jeanine announced that the resolution is ready to be signed and asked if an original was needed by AMR. Chris Williams replied that a digital copy would be fine.
- b. Protocol App Survey: (See notes above under Narva & Associates report)
- c. Contract Schedule Resolution: Jeanine stated that the resolution is still in review with the County Attorney's Office to verify the contract language.

15. New Business

- a. AMR Schedule: Jon commented that on March 27th there were very few calls and AMR thought to send staff home early. He added that the flexing of staff allowed AMR to be fully staffed and encouraged the group to think about considering notification to the Board during slow times to send staff home.

The meeting was adjourned at 2:47pm.

Cheyenne-Laramie County EMS Joint Powers Board

4/5/2023 9:43 AM

Register: Wyoming Bank & Trust

From 07/01/2022 through 04/05/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/05/2022	1014	ACID Remap LLC	Equipment Reserve	Protocol App I...	2,250.00	X		117,671.26
07/25/2022		Laramie County Trea...	Program Admin Reimb...	August LCCC...	14,000.00	X		103,671.26
07/25/2022		Amy P. Tortorich P.C	Program Admin Reimb...	August Medica...	2,916.66	X		100,754.60
07/25/2022		Dr. Gary Schmitz	Program Admin Reimb...	August Medica...	2,916.66	X		97,837.94
07/28/2022			Contract Payment	August Contrac...		X	26,083.33	123,921.27
07/31/2022			Investments	Interest		X	0.94	123,922.21
08/09/2022		Narva & Associates, ...	Program Admin Reimb...	August Contrac...	5,833.33	X		118,088.88
08/25/2022		Laramie County Trea...	Program Admin Reimb...	September LC...	14,000.00	X		104,088.88
08/25/2022		Amy P. Tortorich P.C	Program Admin Reimb...	September Me...	2,916.66	X		101,172.22
08/25/2022		Dr. Gary Schmitz	Program Admin Reimb...	September Me...	2,916.66	X		98,255.56
08/29/2022			Contract Payment	September Con...		X	26,083.33	124,338.89
08/31/2022			Investments	Interest		X	2.04	124,340.93
09/08/2022		Narva & Associates, ...	Program Admin Reimb...	September Con...	5,833.33	X		118,507.60
09/23/2022		Laramie County Trea...	Program Admin Reimb...	October LCCC...	14,000.00	X		104,507.60
09/23/2022		Dr. Gary Schmitz	Program Admin Reimb...	October Medic...	2,916.66	X		101,590.94
09/23/2022		Amy P. Tortorich P.C	Program Admin Reimb...	October Medic...	2,916.66	X		98,674.28
09/26/2022			Contract Payment	October Contra...		X	26,083.33	124,757.61
09/30/2022			Investments	Interest		X	6.95	124,764.56
10/03/2022		Narva & Associates, ...	Program Admin Reimb...	October Contra...	5,833.33	X		118,931.23
10/12/2022		Dickey's BBQ	Operations:Meeting Ex...	Executive Meet...	158.37	X		118,772.86
10/24/2022			Contract Payment	November Con...		X	26,083.33	144,856.19
10/25/2022		Amy P. Tortorich P.C	Program Admin Reimb...	November Med...	2,916.66	X		141,939.53
10/25/2022		Dr. Gary Schmitz	Program Admin Reimb...	November Med...	2,916.66	X		139,022.87
10/25/2022		Laramie County Trea...	Program Admin Reimb...	November LC...	14,000.00	X		125,022.87
10/31/2022			Investments	Interest		X	36.16	125,059.03
11/01/2022		Narva & Associates, ...	Program Admin Reimb...	November Con...	5,833.33	X		119,225.70
11/25/2022		Amy P. Tortorich P.C	Program Admin Reimb...	December Med...	2,916.66	X		116,309.04
11/25/2022		Dr. Gary Schmitz	Program Admin Reimb...	December Med...	2,916.66	X		113,392.38
11/25/2022		Laramie County Trea...	Program Admin Reimb...	December LCC...	14,000.00	X		99,392.38
11/30/2022			Contract Payment	December Cont...		X	76,083.33	175,475.71
11/30/2022			Investments	Interest		X	44.49	175,520.20
11/30/2022		Narva & Associates, ...	Program Admin Reimb...	December Cont...	5,833.33	X		169,686.87
12/01/2022		wyoming Bank & Tr...	Bank Error	Bank Error 11/...	50,000.00	X		119,686.87
12/14/2022	1015	APG Media of The R...	Operations:Legal Adve...	RFP Medical D...	133.32	X		119,553.55
12/23/2022		Amy P. Tortorich P.C	Program Admin Reimb...	January Medic...	2,916.66	X		116,636.89
12/23/2022		Dr. Gary Schmitz	Program Admin Reimb...	January Medic...	2,916.66	X		113,720.23
12/23/2022		Laramie County Trea...	Program Admin Reimb...	January LCCC...	14,000.00	X		99,720.23
12/31/2022			Investments	Interest		X	64.71	99,784.94
01/04/2023			Contract Payment	January Contra...		X	26,083.33	125,868.27
01/04/2023		Narva & Associates, ...	Program Admin Reimb...	January Contra...	6,008.33	X		119,859.94

Cheyenne-Laramie County EMS Joint Powers Board

4/5/2023 9:43 AM

Register: Wyoming Bank & Trust

From 07/01/2022 through 04/05/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/24/2023		Laramie County Trea...	Program Admin Reimb...	February LCC...	14,000.00	X		105,859.94
01/24/2023		Amy P. Tortorich P.C	Program Admin Reimb...	February Medi...	2,916.66	X		102,943.28
01/24/2023		Dr. Gary Schmitz	Program Admin Reimb...	February Medi...	2,916.66	X		100,026.62
01/31/2023			Investments	Interest		X	84.36	100,110.98
02/01/2023			-split-	Deposit		X	41,083.33	141,194.31
02/01/2023		Yearli - Greatland	Contract Services:Prof...	2022 Tax Filing	13.18	X		141,181.13
02/01/2023		Narva & Associates, ...	Program Admin Reimb...	February Contr...	6,008.33	X		135,172.80
02/10/2023		UCHealth	Operations:Miscellane...	Debit Card Use...	20.00	X		135,152.80
02/14/2023	1016	Etch It Up	Operations:Meeting Ex...	Medical Direct...	47.70	X		135,105.10
02/24/2023		Dr. Gary Schmitz	Program Admin Reimb...	March Medical...	5,000.00	X		130,105.10
02/24/2023		Laramie County Trea...	Program Admin Reimb...	March Comb A...	14,000.00	X		116,105.10
02/28/2023			Contract Payment	March Payment		X	26,083.33	142,188.43
02/28/2023			Investments	Interest		X	86.52	142,274.95
03/01/2023			Other Types of Income...	Debit Card Err...		X	20.00	142,294.95
03/10/2023		Quickbooks	Operations:Supplies	Annual Softwa...	581.94	X		141,713.01
03/14/2023		Narva & Associates, ...	Program Admin Reimb...	March Contract...	6,008.33	X		135,704.68
03/22/2023		USPS	Operations:Postage, M...	Postage Stamps	12.60	X		135,692.08
03/24/2023		Laramie County Trea...	Program Admin Reimb...	April Comb A...	14,000.00	X		121,692.08
03/24/2023		Dr. Gary Schmitz	Program Admin Reimb...	April Medical ...	5,000.00	X		116,692.08
03/30/2023			Contract Payment	April Payment		X	26,083.33	142,775.41
03/31/2023			Investments	Interest		X	97.58	142,872.99
04/04/2023		Narva & Associates, ...	Program Admin Reimb...	April Contract ...	6,008.33			136,864.66

Cheyenne-Laramie County EMS Joint Powers Board

General Ledger

As of April 5, 2023

04/05/23

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
US Bank Checking						0.00
Total US Bank Checking						0.00
Wyoming Bank & Trust						119,921.26
Check	07/05/2022	1014	ACID Remap LLC	Protocol App Invoice #1122	-2,250.00	117,671.26
Check	07/25/2022		Laramie County Treasurer	August LCCCC Comb Amb Dispatch	-14,000.00	103,671.26
Check	07/25/2022		Amy P. Tortorich P.C	August Medical Director	-2,916.66	100,754.60
Check	07/25/2022		Dr. Gary Schmitz	August Medical Director	-2,916.66	97,837.94
Deposit	07/28/2022			August Contract Payment	26,083.33	123,921.27
Deposit	07/31/2022			Interest	0.94	123,922.21
Check	08/09/2022		Narva & Associates, Inc.	August Contract Admin	-5,833.33	118,088.88
Check	08/25/2022		Laramie County Treasurer	September LCCCC Comb Amb Dis...	-14,000.00	104,088.88
Check	08/25/2022		Amy P. Tortorich P.C	September Medical Director	-2,916.66	101,172.22
Check	08/25/2022		Dr. Gary Schmitz	September Medical Director	-2,916.66	98,255.56
Deposit	08/29/2022			September Contract Payment	26,083.33	124,338.89
Deposit	08/31/2022			Interest	2.04	124,340.93
Check	09/08/2022		Narva & Associates, Inc.	September Contract Admin	-5,833.33	118,507.60
Check	09/23/2022		Laramie County Treasurer	October LCCCC Comb Amb Dispatch	-14,000.00	104,507.60
Check	09/23/2022		Dr. Gary Schmitz	October Medical Director	-2,916.66	101,590.94
Check	09/23/2022		Amy P. Tortorich P.C	October Medical Director	-2,916.66	98,674.28
Deposit	09/26/2022			October Contract Payment	26,083.33	124,757.61
Deposit	09/30/2022			Interest	6.95	124,764.56
Check	10/03/2022		Narva & Associates, Inc.	October Contract Admin	-5,833.33	118,931.23
Check	10/12/2022		Dickey's BBQ	Executive Meeting	-158.37	118,772.86
Deposit	10/24/2022			November Contract Payment	26,083.33	144,856.19
Check	10/25/2022		Amy P. Tortorich P.C	November Medical Director	-2,916.66	141,939.53
Check	10/25/2022		Dr. Gary Schmitz	November Medical Director	-2,916.66	139,022.87
Check	10/25/2022		Laramie County Treasurer	November LCCCC Comb Amb Disp...	-14,000.00	125,022.87
Deposit	10/31/2022			Interest	36.16	125,059.03
Check	11/01/2022		Narva & Associates, Inc.	November Contract Admin	-5,833.33	119,225.70
Check	11/25/2022		Amy P. Tortorich P.C	December Medical Director	-2,916.66	116,309.04
Check	11/25/2022		Dr. Gary Schmitz	December Medical Director	-2,916.66	113,392.38
Check	11/25/2022		Laramie County Treasurer	December LCCCC Comb Amb Disp...	-14,000.00	99,392.38
Check	11/30/2022		Narva & Associates, Inc.	December Contract Admin	-5,833.33	93,559.05
Deposit	11/30/2022			December Contract Payment-See 1...	76,083.33	169,642.38
Deposit	11/30/2022			Interest	44.49	169,686.87
Check	12/01/2022		wyoming Bank & Trust	Bank Error 11/30/22-bank deposited...	-50,000.00	119,686.87
Check	12/14/2022	1015	APG Media of The Rocki...	RFP Medical Director Notice Ad# 30...	-133.32	119,553.55
Check	12/23/2022		Amy P. Tortorich P.C	January Medical Director	-2,916.66	116,636.89
Check	12/23/2022		Dr. Gary Schmitz	January Medical Director	-2,916.66	113,720.23
Check	12/23/2022		Laramie County Treasurer	January LCCCC Comb Amb Dispatch	-14,000.00	99,720.23
Deposit	12/31/2022			Interest	64.71	99,784.94
Deposit	01/04/2023			January Contract Payment	26,083.33	125,868.27
Check	01/04/2023		Narva & Associates, Inc.	January Contract Admin	-6,008.33	119,859.94
Check	01/24/2023		Laramie County Treasurer	February LCCCC Comb Amb Dispat...	-14,000.00	105,859.94
Check	01/24/2023		Amy P. Tortorich P.C	February Medical Director	-2,916.66	102,943.28
Check	01/24/2023		Dr. Gary Schmitz	February Medical Director	-2,916.66	100,026.62
Deposit	01/31/2023			Interest	84.36	100,110.98
Deposit	02/01/2023			Deposit	41,083.33	141,194.31
Check	02/01/2023		Yearli - Greatland	2022 Tax Filing	-13.18	141,181.13
Check	02/01/2023		Narva & Associates, Inc.	February Contract Admin	-6,008.33	135,172.80
Check	02/10/2023		UCHealth	Debit Card Use Error Receipt #9012...	-20.00	135,152.80
Check	02/14/2023	1016	Etch It Up	Medical Director Plaque Inv# 2023-0...	-47.70	135,105.10
Check	02/24/2023		Dr. Gary Schmitz	March Medical Director	-5,000.00	130,105.10
Check	02/24/2023		Laramie County Treasurer	March Comb Amb Dispatch	-14,000.00	116,105.10
Deposit	02/28/2023			March Payment	26,083.33	142,188.43
Deposit	02/28/2023			Interest	86.52	142,274.95
Deposit	03/01/2023			Debit Card Error Reimbursement R...	20.00	142,294.95
Check	03/10/2023		Quickbooks	Annual Software Renewal	-581.94	141,713.01
Check	03/14/2023		Narva & Associates, Inc.	March Contract Administrator	-6,008.33	135,704.68
Check	03/22/2023		USPS	Postage Stamps	-12.60	135,692.08
Check	03/24/2023		Laramie County Treasurer	April Comb Amb Dispatch	-14,000.00	121,692.08
Check	03/24/2023		Dr. Gary Schmitz	April Medical Director	-5,000.00	116,692.08
Deposit	03/30/2023			April Payment	26,083.33	142,775.41
Deposit	03/31/2023			Interest	97.58	142,872.99
Check	04/04/2023		Narva & Associates, Inc.	April Contract Administrator	-6,008.33	136,864.66
Total Wyoming Bank & Trust					16,943.40	136,864.66
Assessments Receivables						0.00
Total Assessments Receivables						0.00
Cash						0.00
Total Cash						0.00
Undeposited Funds						0.00
Total Undeposited Funds						0.00
Accounts Payable						0.00

Cheyenne-Laramie County EMS Joint Powers Board

General Ledger

As of April 5, 2023

Type	Date	Num	Name	Memo	Amount	Balance
Total Accounts Payable						0.00
Cash Reserve						0.00
Total Cash Reserve						0.00
Equipment Reserve						-39,776.98
Check	07/05/2022	1014	ACID Remap LLC	Protocol App Invoice #1122	2,250.00	-37,526.98
Deposit	02/01/2023			2023 Payment	-15,000.00	-52,526.98
Total Equipment Reserve					-12,750.00	-52,526.98
Opening Bal Equity						-118,338.88
Total Opening Bal Equity						-118,338.88
Unrestricted Net Assets						38,194.60
Total Unrestricted Net Assets						38,194.60
Contract Payment						0.00
Deposit	07/28/2022			August Contract Payment	-26,083.33	-26,083.33
Deposit	08/29/2022			September Contract Payment	-26,083.33	-52,166.66
Deposit	09/26/2022			October Contract Payment	-26,083.33	-78,249.99
Deposit	10/24/2022			November Contract Payment	-26,083.33	-104,333.32
Deposit	11/30/2022			December Contract Payment-See 1...	-76,083.33	-180,416.65
Deposit	01/04/2023			January Contract Payment	-26,083.33	-206,499.98
Deposit	02/01/2023			February Contract Payment	-26,083.33	-232,583.31
Deposit	02/28/2023			March Payment	-26,083.33	-258,666.64
Deposit	03/30/2023			April Payment	-26,083.33	-284,749.97
Total Contract Payment					-284,749.97	-284,749.97
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	07/31/2022			Interest	-0.94	-0.94
Deposit	08/31/2022			Interest	-2.04	-2.98
Deposit	09/30/2022			Interest	-6.95	-9.93
Deposit	10/31/2022			Interest	-36.16	-46.09
Deposit	11/30/2022			Interest	-44.49	-90.58
Deposit	12/31/2022			Interest	-64.71	-155.29
Deposit	01/31/2023			Interest	-84.36	-239.65
Deposit	02/28/2023			Interest	-86.52	-326.17
Deposit	03/31/2023			Interest	-97.58	-423.75
Total Investments - Other					-423.75	-423.75
Total Investments					-423.75	-423.75
Other Types of Income						0.00
Miscellaneous Revenue						0.00
Deposit	03/01/2023			Debit Card Error Reimbursement R...	-20.00	-20.00
Total Miscellaneous Revenue					-20.00	-20.00
Other Types of Income - Other						0.00
Total Other Types of Income - Other						0.00
Total Other Types of Income					-20.00	-20.00
Performance Assessments						0.00
Total Performance Assessments						0.00
Bank Error						0.00
Check	12/01/2022		wyoming Bank & Trust	Bank Error 11/30/22-bank deposited...	50,000.00	50,000.00
Total Bank Error					50,000.00	50,000.00

Cheyenne-Laramie County EMS Joint Powers Board

General Ledger

As of April 5, 2023

04/05/23

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
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	02/01/2023		Yearli - Greatland	2022 Tax Filing	13.18	13.18
Total Professional Services					13.18	13.18
Contract Services - Other						0.00
Total Contract Services - Other						0.00
Total Contract Services					13.18	13.18
Operations						0.00
Bank charges						0.00
Total Bank charges						0.00
Books, Subscriptions, Reference						0.00
Total Books, Subscriptions, Reference						0.00
Legal Advertising						0.00
Check	12/14/2022	1015	APG Media of The Rocki...	RFP Medical Director Notice Ad# 30...	133.32	133.32
Total Legal Advertising					133.32	133.32
Meeting Expenses						0.00
Check	10/12/2022		Dickey's BBQ	Executive Meeting	158.37	158.37
Check	02/14/2023	1016	Etch It Up	Medical Director Plaque Inv# 2023-0...	47.70	206.07
Total Meeting Expenses					206.07	206.07
Miscellaneous						0.00
Check	02/10/2023		UCHealth	Debit Card Use Error Receipt #9012...	20.00	20.00
Total Miscellaneous					20.00	20.00
New Checks						0.00
Total New Checks						0.00
Postage, Mailing Service						0.00
Check	03/22/2023		USPS	Postage Stamps	12.60	12.60
Total Postage, Mailing Service					12.60	12.60
Printing and Copying						0.00
Total Printing and Copying						0.00
Supplies						0.00
Check	03/10/2023		Quickbooks	Annual Software Renewal	581.94	581.94
Total Supplies					581.94	581.94
Telephone, Telecommunications						0.00
Total Telephone, Telecommunications						0.00
Training						0.00
Total Training						0.00
Withdrawal for New Check Charge						0.00
Total Withdrawal for New Check Charge						0.00
Operations - Other						0.00
Total Operations - Other						0.00
Total Operations					953.93	953.93
Other Types of Expenses						0.00
FD Equipment Purchases						0.00
Total FD Equipment Purchases						0.00
Insurance - Liability, D and O						0.00
Total Insurance - Liability, D and O						0.00
Other Types of Expenses - Other						0.00
Total Other Types of Expenses - Other						0.00
Total Other Types of Expenses						0.00
Program Admin Reimbursements						0.00
Check	07/25/2022		Laramie County Treasurer	August LCCCC Comb Amb Dispatch	14,000.00	14,000.00

Cheyenne-Laramie County EMS Joint Powers Board

General Ledger

As of April 5, 2023

Type	Date	Num	Name	Memo	Amount	Balance
Check	07/25/2022		Amy P. Tortorich P.C	August Medical Director	2,916.66	16,916.66
Check	07/25/2022		Dr. Gary Schmitz	August Medical Director	2,916.66	19,833.32
Check	08/09/2022		Narva & Associates, Inc.	August Contract Admin	5,833.33	25,666.65
Check	08/25/2022		Laramie County Treasurer	September LCCCC Comb Amb Dis...	14,000.00	39,666.65
Check	08/25/2022		Amy P. Tortorich P.C	September Medical Director	2,916.66	42,583.31
Check	08/25/2022		Dr. Gary Schmitz	September Medical Director	2,916.66	45,499.97
Check	09/08/2022		Narva & Associates, Inc.	September Contract Admin	5,833.33	51,333.30
Check	09/23/2022		Laramie County Treasurer	October LCCCC Comb Amb Dispatch	14,000.00	65,333.30
Check	09/23/2022		Dr. Gary Schmitz	October Medical Director	2,916.66	68,249.96
Check	09/23/2022		Amy P. Tortorich P.C	October Medical Director	2,916.66	71,166.62
Check	10/03/2022		Narva & Associates, Inc.	October Contract Admin	5,833.33	76,999.95
Check	10/25/2022		Amy P. Tortorich P.C	November Medical Director	2,916.66	79,916.61
Check	10/25/2022		Dr. Gary Schmitz	November Medical Director	2,916.66	82,833.27
Check	10/25/2022		Laramie County Treasurer	November LCCCC Comb Amb Disp...	14,000.00	96,833.27
Check	11/01/2022		Narva & Associates, Inc.	November Contract Admin	5,833.33	102,666.60
Check	11/25/2022		Amy P. Tortorich P.C	December Medical Director	2,916.66	105,583.26
Check	11/25/2022		Dr. Gary Schmitz	December Medical Director	2,916.66	108,499.92
Check	11/25/2022		Laramie County Treasurer	December LCCCC Comb Amb Disp...	14,000.00	122,499.92
Check	11/30/2022		Narva & Associates, Inc.	December Contract Admin	5,833.33	128,333.25
Check	12/23/2022		Amy P. Tortorich P.C	January Medical Director	2,916.66	131,249.91
Check	12/23/2022		Dr. Gary Schmitz	January Medical Director	2,916.66	134,166.57
Check	12/23/2022		Laramie County Treasurer	January LCCCC Comb Amb Dispatch	14,000.00	148,166.57
Check	01/04/2023		Narva & Associates, Inc.	January Contract Admin	6,008.33	154,174.90
Check	01/24/2023		Laramie County Treasurer	February LCCCC Comb Amb Dispat...	14,000.00	168,174.90
Check	01/24/2023		Amy P. Tortorich P.C	February Medical Director	2,916.66	171,091.56
Check	01/24/2023		Dr. Gary Schmitz	February Medical Director	2,916.66	174,008.22
Check	02/01/2023		Narva & Associates, Inc.	February Contract Admin	6,008.33	180,016.55
Check	02/24/2023		Dr. Gary Schmitz	March Medical Director	5,000.00	185,016.55
Check	02/24/2023		Laramie County Treasurer	March Comb Amb Dispatch	14,000.00	199,016.55
Check	03/14/2023		Narva & Associates, Inc.	March Contract Administrator	6,008.33	205,024.88
Check	03/24/2023		Laramie County Treasurer	April Comb Amb Dispatch	14,000.00	219,024.88
Check	03/24/2023		Dr. Gary Schmitz	April Medical Director	5,000.00	224,024.88
Check	04/04/2023		Narva & Associates, Inc.	April Contract Administrator	6,008.33	230,033.21
Total Program Admin Reimbursements					230,033.21	230,033.21
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
TOTAL					0.00	0.00

Cheyenne-Laramie County EMS Joint Powers Board

Profit & Loss Detail

July 1, 2022 through April 5, 2023

04/05/23

Accrual Basis

Date	Num	Name	Memo	Amount	Balance
Income					
Contract Payment					
07/28/2022			August Contract Payment	26,083.33	26,083.33
08/29/2022			September Contract Payment	26,083.33	52,166.66
09/26/2022			October Contract Payment	26,083.33	78,249.99
10/24/2022			November Contract Payment	26,083.33	104,333.32
11/30/2022			December Contract Payment-See 12/1/22 ...	76,083.33	180,416.65
01/04/2023			January Contract Payment	26,083.33	206,499.98
02/01/2023			February Contract Payment	26,083.33	232,583.31
02/28/2023			March Payment	26,083.33	258,666.64
03/30/2023			April Payment	26,083.33	284,749.97
Total Contract Payment				284,749.97	284,749.97
Investments					
07/31/2022			Interest	0.94	0.94
08/31/2022			Interest	2.04	2.98
09/30/2022			Interest	6.95	9.93
10/31/2022			Interest	36.16	46.09
11/30/2022			Interest	44.49	90.58
12/31/2022			Interest	64.71	155.29
01/31/2023			Interest	84.36	239.65
02/28/2023			Interest	86.52	326.17
03/31/2023			Interest	97.58	423.75
Total Investments				423.75	423.75
Other Types of Income					
Miscellaneous Revenue					
03/01/2023			Debit Card Error Reimbursement Receipt #...	20.00	20.00
Total Miscellaneous Revenue				20.00	20.00
Total Other Types of Income				20.00	20.00
Total Income				285,193.72	285,193.72
Expense					
Bank Error					
12/01/2022		wyoming Bank & Trust	Bank Error 11/30/22-bank deposited wrong ...	50,000.00	50,000.00
Total Bank Error				50,000.00	50,000.00
Contract Services					
Professional Services					
02/01/2023		Yearli - Greatland	2022 Tax Filing	13.18	13.18
Total Professional Services				13.18	13.18
Total Contract Services				13.18	13.18
Operations					
Legal Advertising					
12/14/2022	1015	APG Media of The Rockies	RFP Medical Director Notice Ad# 303500	133.32	133.32
Total Legal Advertising				133.32	133.32
Meeting Expenses					
10/12/2022		Dickey's BBQ	Executive Meeting	158.37	158.37
02/14/2023	1016	Etch It Up	Medical Director Plaque Inv# 2023-021	47.70	206.07
Total Meeting Expenses				206.07	206.07
Miscellaneous					
02/10/2023		UCHealth	Debit Card Use Error Receipt #9012881	20.00	20.00
Total Miscellaneous				20.00	20.00
Postage, Mailing Service					
03/22/2023		USPS	Postage Stamps	12.60	12.60
Total Postage, Mailing Service				12.60	12.60
Supplies					
03/10/2023		Quickbooks	Annual Software Renewal	581.94	581.94
Total Supplies				581.94	581.94
Total Operations				953.93	953.93
Program Admin Reimbursements					
07/25/2022		Laramie County Treasurer	August LCCCC Comb Amb Dispatch	14,000.00	14,000.00
07/25/2022		Amy P. Tortorich P.C	August Medical Director	2,916.66	16,916.66

Cheyenne-Laramie County EMS Joint Powers Board

04/05/23

Profit & Loss Detail

Accrual Basis

July 1, 2022 through April 5, 2023

Date	Num	Name	Memo	Amount	Balance
07/25/2022		Dr. Gary Schmitz	August Medical Director	2,916.66	19,833.32
08/09/2022		Narva & Associates, Inc.	August Contract Admin	5,833.33	25,666.65
08/25/2022		Laramie County Treasurer	September LCCCC Comb Amb Dispatch	14,000.00	39,666.65
08/25/2022		Amy P. Tortorich P.C	September Medical Director	2,916.66	42,583.31
08/25/2022		Dr. Gary Schmitz	September Medical Director	2,916.66	45,499.97
09/08/2022		Narva & Associates, Inc.	September Contract Admin	5,833.33	51,333.30
09/23/2022		Laramie County Treasurer	October LCCCC Comb Amb Dispatch	14,000.00	65,333.30
09/23/2022		Dr. Gary Schmitz	October Medical Director	2,916.66	68,249.96
09/23/2022		Amy P. Tortorich P.C	October Medical Director	2,916.66	71,166.62
10/03/2022		Narva & Associates, Inc.	October Contract Admin	5,833.33	76,999.95
10/25/2022		Amy P. Tortorich P.C	November Medical Director	2,916.66	79,916.61
10/25/2022		Dr. Gary Schmitz	November Medical Director	2,916.66	82,833.27
10/25/2022		Laramie County Treasurer	November LCCCC Comb Amb Dispatch	14,000.00	96,833.27
11/01/2022		Narva & Associates, Inc.	November Contract Admin	5,833.33	102,666.60
11/25/2022		Amy P. Tortorich P.C	December Medical Director	2,916.66	105,583.26
11/25/2022		Dr. Gary Schmitz	December Medical Director	2,916.66	108,499.92
11/25/2022		Laramie County Treasurer	December LCCCC Comb Amb Dispatch	14,000.00	122,499.92
11/30/2022		Narva & Associates, Inc.	December Contract Admin	5,833.33	128,333.25
12/23/2022		Amy P. Tortorich P.C	January Medical Director	2,916.66	131,249.91
12/23/2022		Dr. Gary Schmitz	January Medical Director	2,916.66	134,166.57
12/23/2022		Laramie County Treasurer	January LCCCC Comb Amb Dispatch	14,000.00	148,166.57
01/04/2023		Narva & Associates, Inc.	January Contract Admin	6,008.33	154,174.90
01/24/2023		Laramie County Treasurer	February LCCCC Comb Amb Dispatch	14,000.00	168,174.90
01/24/2023		Amy P. Tortorich P.C	February Medical Director	2,916.66	171,091.56
01/24/2023		Dr. Gary Schmitz	February Medical Director	2,916.66	174,008.22
02/01/2023		Narva & Associates, Inc.	February Contract Admin	6,008.33	180,016.55
02/24/2023		Dr. Gary Schmitz	March Medical Director	5,000.00	185,016.55
02/24/2023		Laramie County Treasurer	March Comb Amb Dispatch	14,000.00	199,016.55
03/14/2023		Narva & Associates, Inc.	March Contract Administrator	6,008.33	205,024.88
03/24/2023		Laramie County Treasurer	April Comb Amb Dispatch	14,000.00	219,024.88
03/24/2023		Dr. Gary Schmitz	April Medical Director	5,000.00	224,024.88
04/04/2023		Narva & Associates, Inc.	April Contract Administrator	6,008.33	230,033.21
Total Program Admin Reimbursements				230,033.21	230,033.21
Total Expense				281,000.32	281,000.32
Net Income				4,193.40	4,193.40