



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

98600 Overseas Highway Key Largo, Florida 33037 Phone: 305-451-2766 Fax: 305-451-1562

Key Largo Volunteer Ambulance Corps Business Meeting April 10, 2012

1. Call to Order
2. Announcements
3. Approval of Minutes
4. Treasurer's Report
5. Committee Reports
6. Legal Report
7. Membership Review
8. Old Business
 - A. Number of Back Up Calls
 - B. Other Old Business
9. New Business
 - A. Budget
 - B. Other New Business
10. Membership Discussion

11. Adjournment



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Business Meeting Minutes April 10, 2012

Board members in attendance were Brenda Beckmann, Russ Cullen, Ronnie Fell, Jackie Harder, Tess Marra and Scott Robinson. A quorum was present. Also in attendance were Jack Bridges, KLVAC attorney and Bob Thomas, a candidate for a District Board seat. Membership attendance is reflected in the monthly attendance roster.

1. Call to Order

Meeting was called to order at 6:30pm by President Ronnie Fell.

2. Announcements

- Birthdays for the month of April are Jason Bogk, Angie Benbow and Danny Fernandez.
- Contact Ronnie if you are interested in attending CLINCON in July.

3. Approval of Minutes

Tess Marra motioned to approve the March 13, 2012 minutes. Jackie Harder seconded. Motion passed unanimously.

4. Treasurer's Report

Tess Marra reported a balance of \$274,639.49. Jackie Harder motioned to approve the treasurer's report. Scott Robinson seconded. Motion passed unanimously.

5. Committee Reports

There were no committee reports.

President Fell reported that the training mannequin has been ordered and should be here in a few weeks.

6. Legal Report

Jack Bridges reported that the letter sent to DOT and the County (Commissioner Murphy) reference lighting at Publix had received a favorable reaction.

7. Membership Review

Jackie Harder motioned to accept Carol and Larry Poulisse's request for a leave of absence. Russ Cullen seconded. Motion passed unanimously.

8. Old Business

A. Number of Back Up Calls

President Fell reported the following number of back up calls for 2011: 167 total back up calls; 55 transports; 44 transports handled by KLVAC; 11 calls utilized fire department personnel. President Fell stated that there was probably no need to staff a back-up truck. Scott Robinson stated that most of the backup calls were on weekdays. President Fell suggested that members call the back-up medic if they are available to respond.

B. Other Old Business

None

9. New Business

A. Budget

Jackie Harder motioned to hold a budget workshop at 6:30pm on May 8 with the regular business meeting to follow. Scott Robinson seconded. Motion passed unanimously.

B. Other New Business

Scott Robinson reported that the District has agreed to look into funding LOSAP. He and Commissioner Tharp will work together to review and plan.

Tess Marra reported that the District approved seeking a grant (90/10 split-Grant/District) for the patient lifts for the trucks.

Med 75 is at the Ford dealer to have a turbo sensor replaced. It was suggested that a different vendor be used for the next new ambulance.

10. Membership Discussion

No discussion.

11. Adjournment

There being no further business, motion was made by Jackie Harder and seconded by Scott Robinson to adjourn. Motion carried unanimously.

Meeting adjourned at 6:59pm.

Pamela Johnson
Recording Secretary

Key Largo Volunteer Ambulance Corps				
Monthly & Year to Date Summary Report				
For Month of April 2012				
Workloads	Current Month*	Fiscal Year to Date	Comparison Last FY To Date	Diff 2009 Vs 2008 YTD
Total Runs Billed	61	422	412	10
Net Revenue	Current Month	Year to Date	Comparison Last FY To Date	
Gross Charges	\$35,119.85		\$240,001.36	(\$240,001.36)
Credit Adjustments (Total)	\$3,694.73	\$0.00		
Medicare	\$1,349.30			
Medicaid	\$1,296.94			
Approved Write-offs	\$902.14			
Other Govt W/O	\$0.00			
Trauma District	\$0.00			
Retained By Collections Agent	\$146.35			
Adjusted Charges	\$31,425.12	\$0.00		
Deposits	\$19,313.16		\$140,325.32	(\$140,325.32)
Charge Adjust or Refunds**	\$0.00			
Adjusted Income	\$19,313.16	\$0.00		
Receivables	Current Month			
As of 4/30/12				
Total Receivables	\$182,747.70			
Current Bad Debt	\$29,562.85			
* Certain workload and charge data may not be in these current month figures if runs were received late in the month. All revenue figures are complete if received by last workday				
** Charge adjusts are either refunds or charge resotations of prev. w/o				
*** Current bad debt includes Bad Debt+Bad Debt non Collectible+ Unbillable runs + Chap 7-11				
**** Excludes \$890,964.97 in uncollected accounts placed with Collection agency 2002 to present				
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Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
April 2012

	Billing Account	Corp Account	Building Account	CPR Account	Cunningham Scholarship	Certificates of Deposit	Total
Beginning Balance	\$215,130.72	-\$23,666.92	\$22,597.66	\$1,094.98	\$3,064.97	\$227,640.08	\$445,861.49
Revenues							
Interest		0.85	1.18		3.18		5.21
Medical Fees	16,322.21						16,322.21
Medical Transcripts			8.00				8.00
KL Fire Rescue & EMS Reimb			11,742.64				11,742.64
Donations			800.00				1,000.00
Misc Income		574.35		200.00			657.85
Educational Income							0.00
Uncollected Income/Adjustmts	-8,292.81						-8,292.81
Total Revenues	\$8,604.60	\$12,635.32	\$3.18	\$200.00	\$0.00	\$0.00	\$21,443.10
Expenditures							
Awards, Banquet, Plaques							0.00
Licenses & Permits							0.00
Medical Billing Refunds							0.00
Payroll Expenses	22,263.91	11,965.62					34,229.53
Misc. (FLDL Transcripts)			270.00				0.00
Professional Fees	2,157.93						2,427.93
Postage and Delivery							0.00
Dues & Memberships			5.00				5.00
Taxes (FL Dept of Rev)							0.00
Supplies		219.43					219.43
Total Expenditures	\$24,421.84	\$12,460.05	\$0.00	\$0.00	\$0.00	\$0.00	36,881.89
Ending Balance	\$199,313.48	-\$23,491.65	\$22,600.84	\$1,294.98	\$3,064.97	\$227,640.08	\$430,422.70

2:18 PM
04/25/12

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
April 27, 2012

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Form 941						
4/27/2012	Form 941	EFTPS	Liability Check	59-1682537 -...	Billing Account-706	-2,844.30
Total Form 941						<u>-2,844.30</u>
Bock, Donald						
4/27/2012	Bock, Donald	Direct...	Paycheck		Billing Account-706	-574.35
Total Bock, Donald						<u>-574.35</u>
Cruciger, David A						
4/27/2012	Cruciger, David A	Direct...	Paycheck		Billing Account-706	-286.35
Total Cruciger, David A						<u>-286.35</u>
Faktor, James W						
4/27/2012	Faktor, James W	9718	Paycheck		Billing Account-706	-265.66
Total Faktor, James W						<u>-265.66</u>
Fell, Ronald J						
4/27/2012	Fell, Ronald J	9719	Paycheck		Billing Account-706	-727.12
Total Fell, Ronald J						<u>-727.12</u>
Fernandez, Daniel L						
4/27/2012	Fernandez, Daniel L	Direct...	Paycheck		Billing Account-706	-1,098.42
Total Fernandez, Daniel L						<u>-1,098.42</u>
Jones, Franky R.						
4/27/2012	Jones, Franky R.	9721	Paycheck		Billing Account-706	-1,489.77
Total Jones, Franky R.						<u>-1,489.77</u>
Linares, Edwin A						
4/27/2012	Linares, Edwin A	Direct...	Paycheck		Billing Account-706	-692.99
Total Linares, Edwin A						<u>-692.99</u>
Mesa, Eduardo A						
4/27/2012	Mesa, Eduardo A	Direct...	Paycheck		Billing Account-706	-863.32
Total Mesa, Eduardo A						<u>-863.32</u>
Smith {transfer}, Cecilia						
4/27/2012	Smith {transfer}, Ce...	Direct...	Paycheck		Billing Account-706	-1,343.63
Total Smith {transfer}, Cecilia						<u>-1,343.63</u>
Teems, Curtis D						
4/27/2012	Teems, Curtis D	Direct...	Paycheck		Billing Account-706	-787.68
Total Teems, Curtis D						<u>-787.68</u>
TOTAL						<u><u>-10,973.59</u></u>

Overtime Justification for Key Largo EMS Medic Payroll

Weeks Ending 04/14/12 & 04/21/12

R Fell	7.25 hours OT	Two 24 hour shifts equals 8 hours OT per week. In early (6:30am) and left early (5am) one day the first week. Only worked one day the second week. Thus 7.25 hours OT the first week.
D Fernandez	12 hours OT	Two 24 hour shifts equals 8 hours OT per week. In late (10am) one day the first week and left early (6am) one day the second week. Thus 6 hours OT the first week and 6 hours OT the second week.
F Jones	16 hours OT	Two 24 hour shifts equals 8 hours OT per week. Thus 8 hours OT the first week and 8 hours OT the second week.
E Linares	5 hours OT	Two 24 hour shifts equals 8 hour OT per week. Left early (5am) one day the second week and only worked one day the first week. Thus 5 hours OT the second week.
E Mesa	6.25 hours OT	Two 24 hour shifts equals 8 hour OT per week. In late (9:45am) one day the second week and only worked one day the first week. Thus 6.25 hours OT the second week.
C Smith	17 hours OT	Two 24 hour shifts equals 8 hour OT per week. Held over (9am) one day the first week (late call). Thus 9 hours OT the first week and 8 hours OT the second week.
C Teems	4.25 hours OT	Two 24 hour shifts equals 8 hours OT per week. In late (9:45am & 10am) two days the first week and only worked one day the second week. Thus 4.25 hours OT the first week.

5:04 AM
04/10/12

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
April 13, 2012

Date	Name	Num	Type	Memo	Account	Amount
Form 941						
4/13/2012	Form 941	EFTPS	Liability Check	59-1682537 -...	Billing Account-706	-2,875.30
Total Form 941						-2,875.30
Bock, Donald						
4/13/2012	Bock, Donald	Direct...	Paycheck		Billing Account-706	-563.52
Total Bock, Donald						-563.52
Cruciger, David A						
4/13/2012	Cruciger, David A	Direct...	Paycheck		Billing Account-706	-552.71
Total Cruciger, David A						-552.71
Faktor, James W						
4/13/2012	Faktor, James W	9715	Paycheck		Billing Account-706	-265.64
Total Faktor, James W						-265.64
Fell, Ronald J						
4/13/2012	Fell, Ronald J	9716	Paycheck		Billing Account-706	-963.14
Total Fell, Ronald J						-963.14
Fernandez, Daniel L						
4/13/2012	Fernandez, Daniel L	Direct...	Paycheck		Billing Account-706	-263.42
Total Fernandez, Daniel L						-263.42
Jones, Franky R.						
4/13/2012	Jones, Franky R.	9717	Paycheck		Billing Account-706	-1,489.77
Total Jones, Franky R.						-1,489.77
Linares, Edwin A						
4/13/2012	Linares, Edwin A	Direct...	Paycheck		Billing Account-706	-581.69
Total Linares, Edwin A						-581.69
Mesa, Eduardo A						
4/13/2012	Mesa, Eduardo A	Direct...	Paycheck		Billing Account-706	-900.11
Total Mesa, Eduardo A						-900.11
Smith (transfer), Cecilia						
4/13/2012	Smith {transfer}, Ce...	Direct...	Paycheck		Billing Account-706	-994.29
Total Smith (transfer), Cecilia						-994.29
Teems, Curtis D						
4/13/2012	Teems, Curtis D	Direct...	Paycheck		Billing Account-706	-1,460.38
Total Teems, Curtis D						-1,460.38
TOTAL						-10,909.97

Overtime Justification for Key Largo EMS Medic Payroll

Weeks Ending 03/31/12 & 04/07/12

R Fell	14 hours OT	Two 24 hour shifts equals 8 hours OT per week. In early (7am) and left early (5am) one day the second week. Thus 8 hours OT the first week and 6 hours OT the second week.
D Fernandez	4 hours OT	Two 24 hour shifts equals 8 hours OT per week. In late (10am) one day and left early (6am) one day the first week, thus 4 hours OT
F Jones	16 hours OT	Two 24 hour shifts equals 8 hours OT per week. Thus 8 hours OT the first week and 8 hours OT the second week.
E Mesa	12.75 hours OT	Two 24 hour shifts equals 8 hour OT per week. In early (5am) one day and held over (9:45am) one day the second week. Thus 12.75 hours OT the second week.
C Smith	8 hours OT	Two 24 hour shifts equals 8 hour OT per week. Worked only one day the second week. Thus 8 hours OT the first week.
C Teems	40 hours OT	Two 24 hour shifts equals 8 hours OT per week. In late (10:45am) one day, held over (10:45am) one day and worked one shift (24 hours) for Danny sick (only medic available to work) the first week; worked two days the second week. Thus 32 hours OT the first week and 8 hours OT the second week.