



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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

Business Meeting Minutes September 11, 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 Chief Donald Bock. Membership attendance is reflected in the monthly attendance roster.

1. Call to Order

Meeting was called to order at 6:30pm by President, Scott Robinson.

2. Announcements

- Birthdays for the month of September are Jim Lewanski, Brian Adams, Brenda Beckmann, Eric Fundora, and Larry Poulisse.
- The Fire Department will conduct safety demonstrations at K-Mart on October 13 and 14. KLVAC will also participate.
- Former sheriff's deputy Steve Kalogeras passed away at Baptist hospital on Monday.

3. Approval of Minutes

Jackie Harder motioned to approve the August 14, 2012 minutes. Tess Marra seconded. Motion passed unanimously.

4. Treasurer's Report

Tess Marra reported a balance of \$265,863. Brenda Beckmann motioned to approve the treasurer's report. Jackie Harder seconded. Motion passed unanimously.

5. Committee Reports

Brenda Beckmann reported batteries will be replaced in the two AED's at the Murray Nelson Government Center.

6. Legal Report

There was no legal report.

7. Membership Review

All members are currently in good standing.

8. Old Business

A. Budget Update

Scott Robinson reported that the Corps had kept to the 10% rate increase over last year's budget as requested by the District. The 3% paramedic pay raise and funding for the painting of the building were approved as well as funding for a proposed 401K plan.

B. BOD Elections

Tess Marra reported that Edward Child, Eric Fundora, and Edwin Linares have accepted the nomination for Seat #4 and are eligible to run. Elections will be held at the next meeting.

C. Jerry Cunningham Scholarship Update

Brenda Beckmann reported that FKCC would handle the investigative details of the scholarship; i.e. application process, GPA, financial need. KLVAC would be allowed input also; i.e. stipulating the student would be chosen by a KLVAC committee, would be from the Upper Keys, would submit an essay, and KLVAC would determine how the money would be dispersed. Board members felt more information was needed and Russ Cullen motioned to have the scholarship committee report in writing to the board next month. Tess Marra seconded. Motion passed unanimously.

D. Other Old Business

There was none.

9. New Business

A. Other New Business

Ronnie Fell has prepared a draft of the donation letter. Board members were asked to review it for discussion at the meeting in October.

10. Membership Discussion

No discussion.

11. Adjournment

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

Meeting adjourned at 7:10pm.

Pamela Johnson
Recording Secretary

Chief's Report – September 11, 2012

Please take a moment Tuesday to remember those that lost their lives at the World Trade Center – and the war that followed to defend our honor. I believe Vicky Fay sent out notice of some local 9-11 ceremonies.

I'm happy to report that we actually have four in-service trucks. FORD found the hose and it has been working without problems so far. It's been almost a month now they have all been "fixed". It's been almost two years that we have not had all four units up and running. First it was the truck with the oil leak then miscellaneous items and next came the heater hose. I hope it lasts for a while.

The much needed pressure cleaning & painting of the ambulance building should start this month. The District Board agreed to use some left-over funds from this year's budget to start it and finish using next year's funds in October.

The budget is down to the number the District Board requested of ten percent over last year's amount. The ten percent over is because of the items that were "deferred" last year to this year's budget, like painting the building. There is a District Budget meeting at 6pm Monday night so it's still subject to change...

The electronic patient care software is progressing – tried some "beta testing" and found out what worked one day is not working now (transferring data from the ECG monitor to the laptop). One day at a time I guess, it has been a very long road but it is almost ready to be put into use in the field. I would rather find out now and fix it before we start using them as the only source of reporting (i.e. no more paper reports).

Scott and Ronnie have been doing a great job at the District meetings answering questions. Scott has been working on a LOSAP / 401K retirement program with Commissioner Tharp. Ronnie has been generating some interesting statistics for his reports and is working on this year's donation letter. CeCe has continued to go above-and-beyond in keeping the trucks stocked and running; especially when it comes to fighting with FORD. George is keeping up with the challenges of the schedule, even with a few tough days last month with the help of Tess, Bobby and the others that make this place what it is – devoted.

Key Largo Volunteer Ambulance Corps				
Monthly & Year to Date Summary Report				
For Month of September 2012		THIS	Comparison	Diff 2009
Workloads	Current Month*	Fiscal	Last FY	Vs 2010
		Year to Date	To Date	YTD
Total Runs Billed	56	739	713	26
Net Revenue	Current Month	Year to Date	Comparison	
			Last FY	
			To Date	
Gross Charges	\$32,732.21	\$427,474.43	\$415,431.84	\$12,042.59
Credit Adjustments (Total)	\$4,215.25	\$43,211.76		
Medicare	\$1,215.04	\$15,088.78		
Medicaid	\$1,528.83	\$19,327.97		
Approved Write-offs	\$1,331.93	\$7,661.30		
Other Govt W/O	\$0.00	\$710.72		
Trauma District	\$0.00	\$0.00		
Retained By Collections Agent	\$139.45	\$422.99		
Adjusted Charges	\$28,516.96	\$384,262.67		
Deposits	\$22,799.43	\$260,385.75	\$231,208.24	\$29,177.51
Charge Adjust or Refunds**	\$0.00	\$2,165.99		
Adjusted Income	\$22,799.43	\$258,219.76		
Receivables	Current Month			
As of September 30, 2012				
Total Receivables ****	\$183,422.13			
Current Bad Debt	\$41,533.49			
* 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 \$937,201.57 in uncollected accounts placed with Collection agency 2002 to present				
NOTICE: Information in this report package may contain personally identifiable information protected under HIPPA Law and should be treated accordingly. Please Safeguard these documents to protect against unauthorized release.				

**Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
September 2012**

	Billing Account	Corp Account	Building Account	CPR Account	Cunningham Scholarship	Certificates of Deposit	Total
Ending Balance	\$9,000.11	\$9,900.92	\$11,490.83	\$1,367.90	\$3,054.97	\$230,124.97	\$265,860.78
<u>Revenues</u>							
Interest	1.67	0.54	1.79				4.00
Medical Fees	20,127.32						20,127.32
Medical Transcripts		24.00					24.00
KL Fire Rescue & EMS Reimb		10,170.00					10,170.00
Donations		290.00					290.00
Misc. Income - need more info		1,819.99					1,819.99
Educational Income				165.00			165.00
Uncollected Income/Adjustmts							
Deposit into CPR acct	-16,876.39	-10,170.00		10,170.00			-16,876.39
Total Revenues	\$3,252.60	\$2,134.53	\$1.79	\$10,335.00	\$0.00	\$0.00	\$15,723.92
<u>Expenditures</u>							
Advertising/Internet							0.00
Licenses & Permits							0.00
Medical Billing Refunds							0.00
Payroll Expenses	22,139.95	11,101.61					33,241.56
Training Classes							0.00
Professional Fees	2,153.18						2,153.18
Postage and Delivery							0.00
Background Checks							0.00
Bank Service Charges	35.00	25.00					60.00
Supplies							0.00
Dues & Subscriptions		5.00					5.00
Total Expenditures	\$24,328.13	\$11,131.61	\$0.00	\$0.00	\$0.00	\$0.00	35,459.74
Ending Balance	-\$11,175.42	\$909.84	\$11,500.62	\$11,702.98	\$3,064.97	\$230,124.97	\$246,127.96
Adjustment to arrive at Actual	14,943.10	2,131.24	0.00	0.00	0.00	0.00	17,074.34

Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report

September 2012

ACTUAL BALANCE @ MO END \$3,767.68 \$3,041.08 \$11,500.62 \$11,702.98 \$3,064.97 \$230,124.97 \$263,202.30

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
September 28, 2012

Date	Name	Num	Type	Memo	Account	Amount
Form 941						
9/28/2012	Form 941	EFTPS	Liability Check	59-1682537 -...	Billing Account-706	-2,812.61
Total Form 941						-2,812.61
Bock, Donald						
9/28/2012	Bock, Donald	DIRE...	Paycheck		Billing Account-706	-521.14
Total Bock, Donald						-521.14
Cruciger, David A						
9/28/2012	Cruciger, David A	DIRE...	Paycheck		Billing Account-706	-286.35
Total Cruciger, David A						-286.35
Cuesta, Marc-Anthony						
9/28/2012	Cuesta, Marc-Antho...	DIRE...	Paycheck		Billing Account-706	-817.61
Total Cuesta, Marc-Anthony						-817.61
Faktor, James W						
9/28/2012	Faktor, James W	9759	Paycheck		Billing Account-706	-582.06
Total Faktor, James W						-582.06
Fell, Ronald J						
9/28/2012	Fell, Ronald J	9760	Paycheck		Billing Account-706	-748.98
Total Fell, Ronald J						-748.98
Fernandez, Daniel L						
9/28/2012	Fernandez, Daniel L	DIRE...	Paycheck		Billing Account-706	-688.90
Total Fernandez, Daniel L						-688.90
Jones, Franky R.						
9/28/2012	Jones, Franky R.	9761	Paycheck		Billing Account-706	-1,489.79
Total Jones, Franky R.						-1,489.79
Lessard, Todd A						
9/28/2012	Lessard, Todd A	DIRE...	Paycheck		Billing Account-706	-507.82
Total Lessard, Todd A						-507.82
Linares, Edwin A						
9/28/2012	Linares, Edwin A	DIRE...	Paycheck		Billing Account-706	-455.24
Total Linares, Edwin A						-455.24
Mesa, Eduardo A						
9/28/2012	Mesa, Eduardo A	DIRE...	Paycheck		Billing Account-706	-707.35
Total Mesa, Eduardo A						-707.35
Smith {transfer}, Cecilia						
9/28/2012	Smith {transfer}, Ce...	DIRE...	Paycheck		Billing Account-706	-1,326.99
Total Smith {transfer}, Cecilia						-1,326.99
Teems, Curtis D						
9/28/2012	Teems, Curtis D	DIRE...	Paycheck		Billing Account-706	-276.03
Total Teems, Curtis D						-276.03
TOTAL						-11,220.87

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
September 14, 2012

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Form 941						
9/14/2012	Form 941	EFTPS	Liability Check	59-1682537 -...	Billing Account-706	-2,785.98
Total Form 941						<u>-2,785.98</u>
Bock, Donald						
9/14/2012	Bock, Donald	DIRE...	Paycheck		Billing Account-706	-587.16
Total Bock, Donald						<u>-587.16</u>
Cuesta, Marc-Anthony						
9/14/2012	Cuesta, Marc-Antho...	DIRE...	Paycheck		Billing Account-706	-555.06
Total Cuesta, Marc-Anthony						<u>-555.06</u>
Faktor, James W						
9/14/2012	Faktor, James W	9756	Paycheck		Billing Account-706	-520.32
Total Faktor, James W						<u>-520.32</u>
Fell, Ronald J						
9/14/2012	Fell, Ronald J	9757	Paycheck		Billing Account-706	-996.03
Total Fell, Ronald J						<u>-996.03</u>
Fernandez, Daniel L						
9/14/2012	Fernandez, Daniel L	DIRE...	Paycheck		Billing Account-706	-530.77
Total Fernandez, Daniel L						<u>-530.77</u>
Jones, Franky R.						
9/14/2012	Jones, Franky R.	9758	Paycheck		Billing Account-706	-1,508.90
Total Jones, Franky R.						<u>-1,508.90</u>
Lessard, Todd A						
9/14/2012	Lessard, Todd A	DIRE...	Paycheck		Billing Account-706	-534.07
Total Lessard, Todd A						<u>-534.07</u>
Linares, Edwin A						
9/14/2012	Linares, Edwin A	DIRE...	Paycheck		Billing Account-706	-455.22
Total Linares, Edwin A						<u>-455.22</u>
Mesa, Eduardo A						
9/14/2012	Mesa, Eduardo A	DIRE...	Paycheck		Billing Account-706	-534.06
Total Mesa, Eduardo A						<u>-534.06</u>
Smith (transfer), Cecilia						
9/14/2012	Smith (transfer), Ce...	DIRE...	Paycheck		Billing Account-706	-1,351.95
Total Smith (transfer), Cecilia						<u>-1,351.95</u>
Teems, Curtis D						
9/14/2012	Teems, Curtis D	DIRE...	Paycheck		Billing Account-706	-515.19
Total Teems, Curtis D						<u>-515.19</u>
TOTAL						<u><u>-10,874.71</u></u>