



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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

Business Meeting August 11, 2015 Agenda

1. Call to Order
2. Announcements
 - A. New Hires for Miami Dade Fire Rescue/ Marc Cuesta, Luis Vasquez, Jorge Campos
3. Public Comment
4. Approval of Minutes
5. Treasurer's Report
6. Committee Reports
7. Legal Report
8. Membership Review
9. Old Business
 - A. Budget Update
 - B. Other Old Business
10. New Business
 - A. Billing Agent Recommendation for Financial Hardship Policy
 - B. Other New Business
11. Membership Discussion
12. Adjournment



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Key Largo Volunteer Ambulance Corps, Inc. Business Meeting August 11, 2015

Board members in attendance were Brenda Beckmann, Dawn DeBrule, Ken Edge, Tess Marra, Scott Robinson and Jackie Silverman. Chief Bock and corps' attorney, Jack Bridges were also in attendance as well as District Board members, Kay Cullen and George Mirabella. A quorum was present. Membership attendance is reflected in the monthly attendance roster.

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

Brenda Beckmann moved to amend the agenda to add a discussion of the Harassment Policy under Other New Business seconded by Jackie Silverman. Motion passed unanimously.

2. Announcements

Birthdays for the month of August are Leo Bello, Scott Robinson, and Nick Lopez.

Congratulations to Marc Cuesta, Luis Vazquez, and George Campos who have been hired by Miami Dade Fire Rescue

Brenda Beckmann and Betsy ElKoury are updating personnel files. Please get copies of your updated information to Betsy as soon as possible.

3. Public Comment

There was no public comment.

4. Approval of Minutes

Dawn DeBrule moved approval of the July 14, 2015 minutes seconded by Tess Marra. Motion passed unanimously.

5. Treasurer's Report

Brenda Beckmann reported a balance of \$296,113.01 through July 31, 2015. Ken Edge moved approval of the treasurer's report seconded by Dawn DeBrule. Motion passed unanimously.

6. Committee Reports

There were no reports.

7. Legal Report

Jack Bridges recommended adoption of the harassment policy for both the ambulance corps and the fire department.

KLVAC Business Meeting
August 11, 2015

8. Membership Review
Brenda Beckmann moved approval of reimbursement for Gabriella Gonzalez seconded by Ken Edge. Motion passed unanimously.

9. Old Business
 - A. Budget Update
President Robinson reported that there had not been a district meeting since the corps' last business meeting; therefore there is nothing to report. The next district meeting will be August 24.

 - B. Other Old Business
No other old business.

10. New Business
 - A. Billing Agent Recommendation for Financial Hardship Policy
Chief Bock reported that Medicare requires a policy be in place should the corps write off a hardship case. Ken Edge moved approval and adoption of the Financial Hardship Policy seconded by Brenda Beckmann. Motion passed unanimously.

 - B. Harassment Policy
The corps had previously used the district's harassment policy; they have now created their own harassment policy. Ken Edge moved approval and adoption of the harassment policy seconded by Dawn DeBrule. Motion passed unanimously.

11. Membership Discussion
George Mirabella reported there are numerous open shifts for August.

Jack Bridges noted that the by-laws need to be reviewed. Contact Scott Robinson if you would like to be on the committee.

Dawn DeBrule presented a check from the Key Largo Community Events to the corps in the amount of \$2089 from the proceeds of the July 4th event at Rowell's.

12. Adjournment
Dawn DeBrule moved adjournment seconded by Ken Edge. Motion passed unanimously. Meeting adjourned at 6:50pm.

Pamela Johnson
Recording Secretary

**Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
August 2015**

	Billing Account	Corp Account	Building Account	CPR Account	Cunningham Scholarship	Certificates of Deposit	Total
Beginning Balance	\$782.56	\$49,390.79	\$11,524.76	\$1,897.63	\$0.00	\$232,517.27	\$296,113.01
Revenues							
Interest		0.31	2.02	1.95			4.28
Medical Fees	21,634.52						21,634.52
Medical Transcripts			16.00				16.00
KL Fire Rescue & EMS Reimb	965.51	25,095.85					26,061.36
Donations		2,089.00					2,089.00
Witness Fees							0.00
Educational Income							50.00
Uncollected Income/Adjustmts							50.00
CD Interest							-22,760.96
Total Revenues		-\$160.62	\$27,202.87	\$1.95	\$50.00	\$0.00	\$0.00
							\$27,094.20

Expenditures

Awards, Banquet, Plaques, etc.		485.54						0.00
Medical Billing Refunds		22,230.16	13,325.92					485.54
Payroll Expenses								35,556.08
Postage & Delivery								0.00
Professional Fees	365.88		270.00					635.88
Background Checks			32.00					32.00
Licenses and Permits								0.00
Bank Service Charges	35.00		29.90					64.90
Supplies			1,049.15					1,049.15
Miscellaneous			0.10					0.10
Total Expenditures	\$23,116.58	\$14,707.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,823.65

Ending Balance	-\$22,494.64	\$61,886.59	\$11,526.71	\$1,947.63	\$0.00	\$232,517.27	\$285,383.56
TRANSFERS	11,542.98	(11,542.98)	0.00		0.00		
Balance before Adjustment	(10,951.66)	50,343.61	11,526.71	1,947.63	0.00	232,517.27	285,383.56
Adjustment to arrive at Actual	18,783.75	4,083.48	0.00	0.00	0.00	0.00	22,867.23
ACTUAL BALANCE @ MO END	\$7,832.09	\$54,427.09	\$11,526.71	\$1,947.63	\$0.00	\$232,517.27	\$308,250.79

02 PM
08/13/15

Key Largo Volunteer Ambulance Corp., Inc. Payroll Transactions by Payee August 14, 2015

Date	Name	Num	Type	Memo	Account	Amount
American Funds						
08/14/2015	American Funds	ONL...	Liability Check	DAVE CRU...	Corp Account- 406	-88.48
						-88.48
Total American Funds						
Florida State Disbursement Unit						
08/14/2015	Florida State Dis...	10016	Liability Check	030009851...	Billing Account-706	-129.39
						-129.39
Total Florida State Disbursement Unit						
Form 941						
08/14/2015	Form 941	EFT...	Liability Check	59-168253...	Billing Account-706	-3,537.68
						-3,537.68
Total Form 941						
Arana, Jaime E						
08/14/2015	Arana, Jaime E	DIR...	Paycheck		Billing Account-706	-480.88
						-480.88
Total Arana, Jaime E						
Barnes, Edwin A						
08/14/2015	Barnes, Edwin A	10014	Paycheck		Billing Account-706	-296.62
						-296.62
Total Barnes, Edwin A						
Bock, Donald						
08/14/2015	Bock, Donald	DIR...	Paycheck		Billing Account-706	-623.31
						-623.31
Total Bock, Donald						
Charafardin Jr., Raynier						
08/14/2015	Charafardin Jr., ...	DIR...	Paycheck		Billing Account-706	-311.63
						-311.63
Total Charafardin Jr., Raynier						
Cruciger, David A						
08/14/2015	Cruciger, David A	DIR...	Paycheck		Billing Account-706	-507.16
						-507.16
Total Cruciger, David A						
Cuesta, Marc-Anthony						
08/14/2015	Cuesta, Marc-An...	DIR...	Paycheck		Billing Account-706	-1,162.37
						-1,162.37
Total Cuesta, Marc-Anthony						
Elkoury, Elizabeth						
08/14/2015	Elkoury, Elizabeth	DIR...	Paycheck		Corp Account- 406	-1,253.94
						-1,253.94
Total Elkoury, Elizabeth						
Faktor, James W						
08/14/2015	Faktor, James W	DIR...	Paycheck		Billing Account-706	-225.92
						-225.92
Total Faktor, James W						
Fell, Ronald J						
08/14/2015	Fell, Ronald J	DIR...	Paycheck		Billing Account-706	-1,017.98
						-1,017.98
Total Fell, Ronald J						
Jones, Christopher J						
08/14/2015	Jones, Christoph...	DIR...	Paycheck		Billing Account-706	-286.62
						-286.62
Total Jones, Christopher J						
Lopez-Vasconez, Nicholas						
08/14/2015	Lopez-Vasconez,...	DIR...	Paycheck		Billing Account-706	-296.63
						-296.63
Total Lopez-Vasconez, Nicholas						
Marin, Pedro L						
08/14/2015	Marin, Pedro L	DIR...	Paycheck		Billing Account-706	-511.28
						-511.28
Total Marin, Pedro L						
Paz, Jonathan A						
08/14/2015	Paz, Jonathan A	DIR...	Paycheck		Billing Account-706	-553.26
						-553.26
Total Paz, Jonathan A						
Schussheim, Adam L						
08/14/2015	Schussheim, Ad...	10015	Paycheck		Billing Account-706	-286.63
						-286.63
Total Schussheim, Adam L						

1:35 PM
08/26/15

Key Largo Volunteer Ambulance Corp., Inc. Payroll Transactions by Payee August 28, 2015

Date	Name	Num	Type	Memo	Account	Amount
American Funds						
08/28/2015	American Funds	ONL...	Liability Check	DAVE CRU...	Corp Account- 406	-84.10
Total American Funds						-84.10
Florida State Disbursement Unit						
08/28/2015	Florida State Dis...	10017	Liability Check	030009851...	Billing Account-706	-77.64
Total Florida State Disbursement Unit						-77.64
Form 941						
08/28/2015	Form 941	EFT...	Liability Check	59-168253...	Billing Account-706	-3,533.78
Total Form 941						-3,533.78
Arana, Jaime E						
08/28/2015	Arana, Jaime E	DIR...	Paycheck		Billing Account-706	-545.61
Total Arana, Jaime E						-545.61
Barnes, Edwin A						
08/28/2015	Barnes, Edwin A	DIR...	Paycheck		Billing Account-706	-296.63
Total Barnes, Edwin A						-296.63
Bock, Donald						
08/28/2015	Bock, Donald	DIR...	Paycheck		Billing Account-706	-609.90
Total Bock, Donald						-609.90
Cruciger, David A						
08/28/2015	Cruciger, David A	DIR...	Paycheck		Billing Account-706	-477.11
Total Cruciger, David A						-477.11
Cuesta, Marc-Anthony						
08/28/2015	Cuesta, Marc-An...	DIR...	Paycheck		Billing Account-706	-1,162.38
Total Cuesta, Marc-Anthony						-1,162.38
Elkoury, Elizabeth						
08/28/2015	Elkoury, Elizabeth	DIR...	Paycheck		Corp Account- 406	-1,253.93
Total Elkoury, Elizabeth						-1,253.93
Fell, Ronald J						
08/28/2015	Fell, Ronald J	DIR...	Paycheck		Billing Account-706	-766.17
Total Fell, Ronald J						-766.17
Jones, Christopher J						
08/28/2015	Jones, Christoph...	DIR...	Paycheck		Billing Account-706	-608.74
Total Jones, Christopher J						-608.74
Lopez-Vasconez, Nicholas						
08/28/2015	Lopez-Vasconez,...	DIR...	Paycheck		Billing Account-706	-575.25
Total Lopez-Vasconez, Nicholas						-575.25
Marin, Pedro L						
08/28/2015	Marin, Pedro L	DIR...	Paycheck		Billing Account-706	-489.31
Total Marin, Pedro L						-489.31
Paz, Jonathan A						
08/28/2015	Paz, Jonathan A	DIR...	Paycheck		Billing Account-706	-286.62
Total Paz, Jonathan A						-286.62
Schussheim, Adam L						
08/28/2015	Schussheim, Ad...	10018	Paycheck		Billing Account-706	-857.81
Total Schussheim, Adam L						-857.81
Smith {transfer}, Cecilia						
08/28/2015	Smith {transfer}, ...	DIR...	Paycheck		Billing Account-706	-1,372.94
Total Smith {transfer}, Cecilia						-1,372.94
TOTAL						-12,997.92

Closing Balance

Transaction Date	8/1
Transaction Date	8/31
Company Code	Key Largo Volunteer Ambulance Corps

AR Previous Balance: \$194,775.06

	Qty	Amounts
Advanced Life Support Emergent	29	\$19,977.16
ALS 2 ER BASE RATE	2	\$1,901.21
Basic Life Support Emergent	16	\$10,460.72
Charges	47	\$32,339.09

Transaction Type Summary - Charges - Payments and Write Offs

1-PAYMENT	(\$23,483.46)
2-WRITE OFF INS	(\$8,172.40)
BAD DEBT ADJ REVERSAL	\$113.36
Bad Debt Non Collection	(\$3,513.92)
BAD DEBT PAYMENT REVERSAL	\$766.83
Bankrupcy	(\$684.78)
CIB ADJUSTMENT	(\$30.61)
INVOICE	\$32,338.94
Invoice Prior Periods	\$1,955.99
INVOICE REVERSAL	(\$1,955.84)
Negotiated Discount	(\$204.89)
Refunds Insurance	\$292.16
Refunds Patient	\$106.37
Write Off to Collections	(\$21,841.97)
Accounts Receivable Change	(\$24,314.22)

Total Balance Forward:	\$170,460.84
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