



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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

Business Meeting Minutes April 9, 2013

Board members in attendance were Brenda Beckmann, Russ Cullen, Ronnie Fell, Jackie Harder, Scott Robinson and Tess Marra. A quorum was present. Chief Donald Bock and ambulance corps' attorney Jack Bridges were also in attendance. 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 Angie Benbow and Danny Fernandez.
- Extra shifts will be available the weekend of April 20, 21 to cover the Multiple Sclerosis Bike Ride. An estimated 3200 riders are expected.
- Nine EMT applicants were tested last weekend for the three available positions

3. Approval of Minutes

Jackie Harder motioned to approve the March 12, 2013 minutes. Tess Marra seconded. Motion passed unanimously. Brenda Beckmann motioned to approve the March 28, 2013 minutes. Scott seconded. Motion passed unanimously.

4. Treasurer's Report

Tess Marra reported a balance of \$257,037.30. Brenda Beckmann motioned to approve the treasurer's report. Scott Robinson seconded. Motion passed unanimously. Tess Marra reported a total of \$15,000 collected as a result of the donation letter. President Fell is in the process of signing the individual thank you letters being mailed to contributors.

5. Committee Reports

Ronnie Fell reported that a PALS class will be held on April 27th at 9:00AM.

6. Legal Report

Jack Bridges reported that the mediation date for KLVFR is April 22. Chief Bock, President Fell and attorney Jack Bridges will meet prior to the mediation to review the fire department's contract.

7. Membership Review

A. Carol Poulisse Retiring

Carol Poulisse told members that she is retiring.

Larry Poulisse requested a 6 month leave of absence from May through October, 2013.

8. Old Business

A. Other Old Business

Brenda Beckmann reminded members that they need to complete HEPA mask testing.

April 9, 2013

9. **New Business**

A. **District Update**

Scott Robinson reported that the district board approved the dispersement of 401K funds.

B. **Other New Business**

None

10. **Membership Discussion**

11. **Adjournment**

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

Meeting adjourned at 7:30pm.

Pamela Johnson
Recording Secretary



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Key Largo Volunteer Ambulance Corps Business Meeting April 9, 2013 Agenda

1. Call to Order
2. Announcements
3. Approval of Minutes
 - A. March 12, 2013
 - B. March 28, 2013
4. Treasurer's Report
5. Committee Reports
6. Legal Report
7. Membership Review
 - A. Carol Poulisse Retiring
8. Old Business
 - A. Other Old Business
9. New Business
 - A. District Update
 - B. Other New Business
10. Membership Discussion
11. Adjournment



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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

Special Meeting Minutes April 20, 2013

Board members in attendance were Brenda Beckmann, Ronnie Fell, Jackie Harder, Tess Marra and Scott Robinson. A quorum was present. Chief Donald Bock and ambulance corps' attorney Jack Bridges were also in attendance. Other attendees are noted in the sign up sheet.

1. Call to Order

Meeting was called to order at 3:08pm by President Ronnie Fell.

2. Announcements

None

3. New Business

A. Amend Articles of Incorporation

Jack Bridges explained that the main change to the Articles of Incorporation was to change "ambulance service" to "emergency service". There were a few housekeeping changes made also. These changes will allow the corps to form another company if necessary to provide other emergency services if asked to. Jackie Harder motioned to adopt the KLVAC Articles of Incorporation to reflect the changes as written. Scott Robinson seconded. Motion passed unanimously.

Jack presented a resolution for President Fell's signature stating that the Articles of Incorporation have been amended as approved by the board members.

B. Ratify Proposed Contract Addendum from District upon Articles of Incorporation being Amended

Jack Bridges reported that district council proposed a contract asking KLVAC to take over and accept the responsibilities of the Key Largo Fire Rescue Department as provided by the April 25, 2011 agreement between the district and the department. Jack presented a resolution stating that the proposed addendum to the company contract with the district is ratified upon the amending of the Articles of Incorporation and that the president shall be authorized to execute such contract addendum on behalf of the board.

Jackie Harder motioned approval of the proposed contract addendum. Brenda Beckmann seconded. Motion passed unanimously.

C. Agree on Goals of Entity Formed to Assume Fire Protection Services

- Ensure same people who are employed and volunteering remain employed and volunteers
- Protect heritage and history of fire department
- Assure firefighters they will not be micromanaged
- Offer opportunity for advancement
- Offer opportunity for training
- Be transparent
- Account for all monies coming in and going out

- Mutual respect
- Workable grievance process
- Maintain good combat operation capabilities
- No member should be forced to take a political stand on any issue

4. Adjournment

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

Meeting adjourned at 4:30pm.

Pamela Johnson
Recording Secretary



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 Special Meeting April 20, 2013 Agenda

1. Call to Order
2. Announcements
3. New Business
 - A. Amend Articles of Incorporation
 - B. Ratify Proposed Contract Addendum from District upon Articles of Incorporation being Amended
 - C. Agree on Goals of Entity Formed to Assume Fire Protection Services
4. Adjournment

**Key Largo Volunteer Fire Department, Inc.
Incorporators' Meeting
April 29, 2013**

1. Call to Order

Meeting was called to order at 6:00pm by President Ronnie Fell.

2. Roll Call

Jack Bridges, acting as secretary called the roll. Of the three incorporators, Ronnie Fell and Scott Robinson were present. Donald Bock was absent. A quorum was present.

3. Approval of Agenda

Scott Robinson moved approval. Ronnie Fell seconded. Motion passed unanimously.

4. Election of the Board of Directors

Scott Robinson motioned to nominate the following people for the board of directors:

- Jackie Harder
- Ronnie Fell
- Scott Robinson
- Ken Edge
- David Gow
- Mark Wheaton
- Corey Bryant

Ronnie Fell seconded the motion. Motion passed unanimously.

5. Announcements

None

6. Adjournment

Scott Robinson motioned adjournment. Ronnie Fell seconded. Motion passed unanimously.
Meeting adjourned at 6:10pm.

Pamela Johnson
Recording Secretary

Key Largo Volunteer Ambulance Corp Inc.
Treasurer's Report
April 2013

	Billing Account	Corp Account	Building Account	CPR Account	Cunningham Scholarship	Certificates of Deposit	Total
Beginning Balance	\$9,544.08	\$5,361.96	\$6,503.03	\$1,547.77	\$3,064.97	\$231,015.49	\$257,037.30
Revenues							
Interest	0.61	0.28	0.27				1.16
Medical Fees	29,456.27						29,456.27
Medical Transcripts		48.00					48.00
KL Fire Rescue & EMS Reimb		11,087.93					11,087.93
Donations	(50.00)	425.00					375.00
Misc. Income - need more info							0.00
Educational Income				140.00			140.00
Uncollected Income/Adjustmts	3,299.98						3,299.98
Transfer							
Total Revenues	\$32,706.86	\$11,561.21	\$0.27	\$140.00	\$0.00	\$0.00	\$44,408.34

Expenditures							
Awards, Banquet, Plaques							0.00
Licenses & Permits		1,510.00					1,510.00
Medical Billing Refunds	1,026.41						1,026.41
Payroll Expenses	22,889.72	11,243.45					34,133.17
Flowers							0.00
Professional Fees	1,551.00						1,551.00
Postage and Delivery		145.17					145.17
Repairs							0.00
Bank Service Charges	35.00	25.00					60.00
Supplies		294.39					294.39
Dues & Subscriptions		5.00					5.00
Total Expenditures	\$25,502.13	\$13,223.01	\$0.00	\$0.00	\$0.00	\$0.00	\$38,725.14

Ending Balance	\$16,748.81	\$3,700.16	\$6,503.30	\$1,687.77	\$3,064.97	\$231,015.49	\$262,720.50
TRANSFERS	0.00	0.00	0.00				
Balance before Adjustment	16,748.81	3,700.16	6,503.30	1,687.77	3,064.97	231,015.49	262,720.50
Adjustment to arrive at Actual	-6,647.80	2,489.11	0.00	0.00	0.00	0.00	-4,158.69
ACTUAL BALANCE @ MO END	\$10,101.01	\$6,189.27	\$6,503.30	\$1,687.77	\$3,064.97	\$231,015.49	\$258,561.81

Key Largo Vol. Ambulance Corps						
Start date	4/1/2013					
End date	4/30/2013					
Date type	posting					
Payer ids	All payers					
View	summary					
Post Date	Check Num	Payer	Check Num	Total	Medicaid	
4/1/2013	Ccard	SELF PAY	Ccard	\$100.00		
4/2/2013	41980279	UNITED HEALTHCARE	41980279	\$574.03		
4/3/2013	890972832	FL MEDICARE PART B (J9 FIRST COAST)	890972832	\$1,195.09		
4/3/2013	55183406	FLORIDA MEDICAID	55183406		\$435.73	
4/3/2013	13-10655545	TRICARE SOUTH REGION	13-10655545	\$255.00		
4/3/2013	8743646	COMBINED	8743646	\$19.33		
4/4/2013	765	SELF PAY	765	\$20.00		
4/4/2013	2827	SELF PAY	2827	\$25.00		
4/4/2013	1176	SELF PAY	1176	\$97.13		
4/4/2013	118	SELF PAY	118	\$10.00		
4/8/2013	3460	SELF PAY	3460	\$300.45		
4/8/2013	1002	SELF PAY	1002	\$75.00		
4/8/2013	44300459	SELF PAY	44300459	\$5.00		
4/8/2013	891000324	FL MEDICARE PART B (J9 FIRST COAST)	891000324	\$407.25		
4/8/2013	6995463 late	BLUE CROSS BLUE SHIELD OF FLORIDA	6995463 late	\$230.62		
4/8/2013	0009763737 late	HUMANA	0009763737 late	\$388.89		
4/8/2013	38843late	AVMED INC.	38843late	\$450.58		
4/9/2013	3379	SELF PAY	3379	\$21.40		
4/9/2013	55413150	SELF PAY	55413150	\$5.00		
4/9/2013	508	SELF PAY	508	\$60.00		
4/9/2013	9085	SELF PAY	9085	\$150.88		
4/9/2013	307453525	BLUE CROSS BLUE SHIELD OF FLORIDA	307453525	\$1,697.69		
4/9/2013	60272282	BLUE CROSS BLUE SHIELD OF FLORIDA	60272282	\$106.08		
4/9/2013	PH65671736	UNITED HEALTHCARE	PH65671736	\$121.99		
4/9/2013	3835488	AVMED INC.	3835488	\$426.98		
4/9/2013	1487161	HEALTH ALLIANCE MEDICAL PLANS	1487161	\$111.66		
4/9/2013	747271	CT PIPE TRADES HEALTH FUND	747271	\$645.41		
4/9/2013	115893611	CORE HEALTH INS.	115893611	\$102.00		
4/9/2013	89510891	BANKERS LIFE	89510891	\$102.64		
4/9/2013	xxx	ASSURANT HEALTH	xxx	\$0.00		
4/9/2013	271231	LEON MEDICAL CENTER HEALTH PLAN	271231	\$534.07		
4/10/2013	30162276	AETNA HEALTH PLANS	30162276	\$600.18		
4/11/2013	63906	COLLECTION INFORMATION BUREAU	63906	\$821.95		
4/12/2013	610	SELF PAY	610	\$94.36		
4/12/2013	55223867	FLORIDA MEDICAID	55223867		\$380.00	
4/16/2013	103	SELF PAY	103	\$10.00		
4/16/2013	1569	SELF PAY	1569	\$25.00		
4/16/2013	241	SELF PAY	241	\$50.00		
4/16/2013	955293	SELF PAY	955293	\$56.33		
4/16/2013	891050702	FL MEDICARE PART B (J9 FIRST COAST)	891050702	\$727.82		
4/16/2013	891032155	FL MEDICARE PART B (J9 FIRST COAST)	891032155	\$4,282.83		
4/16/2013	307464952	BLUE CROSS BLUE SHIELD OF FLORIDA	307464952	\$559.88		
4/16/2013	421002540	BLUE CROSS BLUE SHIELD OF FLORIDA	421002540	\$105.65		
4/16/2013	1147282704	UNITED HEALTHCARE	1147282704	\$293.50		
4/17/2013	92231	SELF PAY	92231	\$500.94		
4/17/2013	xxx	FL MEDICARE PART B (J9 FIRST COAST)	xxx	\$0.00		
4/18/2013	118	SELF PAY	118	\$125.00		
4/18/2013	9108803798	SELF PAY	9108803798	\$20.00		
4/18/2013	PG38915247	UnitedHealthcare	PG38915247	\$546.32		
4/18/2013	40919820	UnitedHealthcare	40919820	\$600.69		
4/18/2013	1870130	AETNA HEALTH PLANS	1870130	\$108.87		
4/19/2013	5783	SELF PAY	5783	\$25.00		
4/19/2013	307475877	BLUE CROSS BLUE SHIELD OF FLORIDA	307475877	\$314.74		
4/19/2013	1002395019	HUMANA	1002395019	\$528.06		
4/23/2013	3505	SELF PAY	3505	\$100.00		
4/23/2013	Ccard	SELF PAY	Ccard	\$208.30		
4/23/2013	92231	SELF PAY	92231	\$500.94		
4/23/2013	682	SELF PAY	682	\$25.00		
4/23/2013	799	SELF PAY	799	\$15.00		
4/23/2013	891096406	FL MEDICARE PART B (J9 FIRST COAST)	891096406	\$2,568.70		
4/23/2013	PH38996682	UNITED HEALTHCARE	PH38996682	\$93.38		
4/23/2013	6463	VA MEDICAL CENTER, FEE BASIS	6463	\$416.74		
4/23/2013	21325854	HUMANA	21325854	\$522.00		
4/23/2013	30239823	AETNA HEALTH PLANS	30239823	\$110.30		
4/23/2013	114616	ALLIANCE GLOBAL	114616	\$700.10		
4/23/2013	90004903	MARSH AFFINITY GROUP	90004903	\$110.37		
4/23/2013	201524	COUNTRY FINANCIAL	201524	\$622.80		
4/24/2013	727	SELF PAY	727	\$100.00		
4/24/2013	14-640844700	SELF PAY	14-640844700	\$20.00		
4/24/2013	65082625	BLUE CROSS BLUE SHIELD OF FLORIDA	65082625	\$49.88		
4/24/2013	1883940	AETNA HEALTH PLANS	1883940	\$386.84		
4/25/2013	506	SELF PAY	506	\$415.00		
4/25/2013	509	SELF PAY	509	\$60.00		
4/25/2013	7485	SELF PAY	7485	\$97.56		
4/27/2013	423884340	BLUE CROSS BLUE SHIELD OF FLORIDA	423884340	\$98.95		
4/27/2013	8895	VA MEDICAL CENTER, FEE BASIS	8895	\$646.45		
4/29/2013	1401	SELF PAY	1401	\$50.00		
4/29/2013	61838816	SELF PAY	61838816	\$20.00		
4/29/2013	891114005	FL MEDICARE PART B (J9 FIRST COAST)	891114005	\$440.62		
4/29/2013	3112268	BLUE CROSS BLUE SHIELD OF FLORIDA	3112268	\$109.30		
4/29/2013	60456000	BLUE CROSS BLUE SHIELD OF FLORIDA	60456000	\$98.18		
4/29/2013	55264141	FLORIDA MEDICAID	55264141		\$191.71	
4/29/2013	xxx	VA MEDICAL CENTER, FEE BASIS	xxx	\$0.00		
4/29/2013	3035464	GROUP HEALTH INC.	3035464	\$72.92		
4/29/2013	587297	UPPER KEYS TRAUMA DIST.	587297	\$190.00		
4/29/2013	945700	PREFERRED CARE PARTNERS FL	945700	\$518.15		
4/30/2013	2711	SELF PAY	2711	\$64.34		
4/30/2013	15892921	BLUE CROSS BLUE SHIELD OF FLORIDA	15892921	\$97.92		
			Subtotals	\$28,186.03		\$1,007.44
			Grand Total	\$29,193.47		

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
 April 12 - 15, 2013

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Form 941						
4/15/2013	Form 941	EFT...	Liability Check	59-168253...	Billing Account-706	-3,192.43
						-3,192.43
Total Form 941						
Bock, Donald						
4/12/2013	Bock, Donald	DIR...	Paycheck		Billing Account-706	-577.35
						-577.35
Total Bock, Donald						
Child, Edward						
4/12/2013	Child, Edward	DIR...	Paycheck		Billing Account-706	-579.86
						-579.86
Total Child, Edward						
Cuesta, Marc-Anthony						
4/12/2013	Cuesta, Marc-An...	DIR...	Paycheck		Billing Account-706	-890.42
						-890.42
Total Cuesta, Marc-Anthony						
Fell, Ronald J						
4/12/2013	Fell, Ronald J	9808	Paycheck		Billing Account-706	-1,019.78
						-1,019.78
Total Fell, Ronald J						
Fernandez, Daniel L						
4/12/2013	Fernandez, Dani...	DIR...	Paycheck		Billing Account-706	-774.86
						-774.86
Total Fernandez, Daniel L						
Jones, Franky R.						
4/12/2013	Jones, Franky R.	9809	Paycheck		Billing Account-706	-1,579.75
						-1,579.75
Total Jones, Franky R.						
Lessard, Todd A						
4/12/2013	Lessard, Todd A	DIR...	Paycheck		Billing Account-706	-255.33
						-255.33
Total Lessard, Todd A						
Linares, Edwin A						
4/12/2013	Linares, Edwin A	DIR...	Paycheck		Billing Account-706	-233.42
						-233.42
Total Linares, Edwin A						
Smith (transfer), Cecilia						
4/12/2013	Smith (transfer), ...	DIR...	Paycheck		Billing Account-706	-1,323.38
						-1,323.38
Total Smith (transfer), Cecilia						
Teems, Curtis D						
4/12/2013	Teems, Curtis D	DIR...	Paycheck		Billing Account-706	-1,114.66
						-1,114.66
Total Teems, Curtis D						
TOTAL						-11,541.24

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
April 26, 2013

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Form 941						
4/26/2013	Form 941	EFT...	Liability Check	59-168253...	Billing Account-706	-3,099.49
Total Form 941						-3,099.49
Bock, Donald						
4/26/2013	Bock, Donald	DIR...	Paycheck		Billing Account-706	-604.21
Total Bock, Donald						-604.21
Child, Edward						
4/26/2013	Child, Edward	DIR...	Paycheck		Billing Account-706	-958.08
Total Child, Edward						-958.08
Cruciger, David A						
4/26/2013	Cruciger, David A	DIR...	Paycheck		Billing Account-706	-153.81
Total Cruciger, David A						-153.81
Cuesta, Marc-Anthony						
4/26/2013	Cuesta, Marc-An...	DIR...	Paycheck		Billing Account-706	-874.49
Total Cuesta, Marc-Anthony						-874.49
Faktor, James W						
4/26/2013	Faktor, James W	9810	Paycheck		Billing Account-706	-271.03
Total Faktor, James W						-271.03
Fell, Ronald J						
4/26/2013	Fell, Ronald J	9811	Paycheck		Billing Account-706	-1,082.24
Total Fell, Ronald J						-1,082.24
Fernandez, Daniel L						
4/26/2013	Fernandez, Dani...	DIR...	Paycheck		Billing Account-706	-522.87
Total Fernandez, Daniel L						-522.87
Jones, Franky R.						
4/26/2013	Jones, Franky R.	9812	Paycheck		Billing Account-706	-1,598.10
Total Jones, Franky R.						-1,598.10
Lessard, Todd A						
4/26/2013	Lessard, Todd A	DIR...	Paycheck		Billing Account-706	-505.26
Total Lessard, Todd A						-505.26
Linares, Edwin A						
4/26/2013	Linares, Edwin A	DIR...	Paycheck		Billing Account-706	-456.69
Total Linares, Edwin A						-456.69
Smith (transfer), Cecilia						
4/26/2013	Smith (transfer), ...	DIR...	Paycheck		Billing Account-706	-399.36
Total Smith (transfer), Cecilia						-399.36
Teems, Curtis D						
4/26/2013	Teems, Curtis D	DIR...	Paycheck		Billing Account-706	-817.95
Total Teems, Curtis D						-817.95
TOTAL						-11,343.58