



KEY LARGO VOLUNTEER AMBULANCE CORPS, INC.

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

Business Meeting June 14, 2016 Agenda

1. Call to Order
2. Announcements
 - CeCe Smith completed nursing school and is studying for the board test
3. Public Comment
4. Approval of Minutes
5. Treasurer's Report
6. Committee Reports
7. Legal Report
8. Membership Review
9. Old Business
 - A. Other Old Business
10. New Business
 - A. District Budget Review
 - B. Consideration/Approval of Dawn DeBrule to fill KLVFD Board Position
 - C. Other New Business
11. Membership Discussion
 - A. Leave of Absence Request/Carlos Hechavarria/hired by City of Miami
12. Adjournment



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Key Largo Volunteer Ambulance Corps, Inc. Business Meeting June 14, 2016

Board members in attendance were Dawn DeBrule, Pedro Marin, Tess Marra, Scott Robinson, and Jackie Silverman. Chief Donald Bock and District Board member George Mirabella were also in attendance. 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.
2. Announcements
 - CeCe Smith has completed nursing school and is studying for her board certification.
3. Public Comment
No comment.
4. Approval of Minutes
Dawn DeBrule, seconded by Tess Marra moved approval of the May 10, 2016 minutes. Motion carried.
5. Treasurer's Report
Tess Marra reported a balance of \$315,740 as of May 31, 2016. Jackie Silverman, seconded by Dawn DeBrule moved approval of the treasurer's report. Motion carried.
6. Committee Reports
No reports.
7. Legal Report
No report.
8. Membership Review
Tess Marra reported there are very few open shifts and no one is in violation.
9. Old Business
 - A. Other Old Business
None
10. New Business
 - A. District Board Review
Chief Bock reported that he is working on the budget which is due to the District by June 22. . One item being considered for purchase is a new system for pediatric patients called the Handtevy Method. There is a discount being offered if purchased by July 9. Chief Bock will see if the District Board will agree to using funds from the current budget for purchase of the program. If anyone has any other item requests, please contact Chief Bock.

KLVAC Business Meeting
June 14, 2016

B. Consideration/Approval of Dawn DeBrule to fill KLVFD Board Position
Scott Robinson recommended Dawn DeBrule for a vacant community board position for the fire department board. Tess Marra moved approval of Dawn DeBrule for the fire department board position seconded by Pedro Marin. Motion carried.

C. Other New Business
None

11. Membership Discussion

A. Leave of Absence Request/Carlos Hechavarria/hired by City of Miami
Pedro Marin moved approval of Carlos Hechavarria's request for a 6 month leave of absence seconded by Jackie Silverman. Motion carried.

12. Adjournment

Tess Marra, seconded by Dawn DeBrule moved adjournment. Motion carried. Meeting adjourned at 6:50pm.

Pamela Johnson
Recording Secretary

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

June 2016

	Billing Account	Corp Account	Building Account	CPR Account	Cunningham Scholarship	Certificates of Deposit	Total
Beginning Balance	\$27,573.79	\$42,051.31	\$11,535.37	\$1,793.14	\$0.00	\$232,786.70	\$315,740.31
<u>Revenues</u>							
Interest	0.81	1.76	0.95				3.52
Medical Fees	24,742.49						24,742.49
Medical Transcripts							0.00
KL Fire Rescue & EMS Reimb		11,897.08					11,897.08
Donations							0.00
Misc. Income - Supplies&Netfix							0.00
Educational Income							0.00
Uncollected Income/Adjustmts	5,785.20						5,785.20
CD Interest						119.92	
Total Revenues	\$30,528.50	\$11,898.84	\$0.95	\$0.00	\$0.00	\$119.92	\$42,548.21
<u>Expenditures</u>							
Miscellaneous	74.42						74.42
Medical Billing Refunds	210.13						210.13
Payroll Expenses	23,096.08	16,049.02					39,145.10
Postage & Delivery							0.00
Professional Fees	1,439.87	120.00					1,559.87
Background Checks							0.00
Internet Services							0.00
Bank Service Charges	35.00	31.10					66.10
Supplies							0.00
License							0.00
Total Expenditures	\$24,855.50	\$16,200.12	\$0.00	\$0.00	\$0.00	\$0.00	\$41,055.62
Ending Balance	\$33,246.79	\$37,750.03	\$11,536.32	\$1,793.14	\$0.00	\$232,906.62	\$317,232.90
TRANSFERS	0.00	0.00	0.00		0.00		0.00
Balance before Adjustment	33,246.79	37,750.03	11,536.32	1,793.14	0.00	232,906.62	317,232.90
Adjustment to arrive at Actual	-11,048.99	3,326.97	0.00	0.00	0.00	0.00	-7,722.02
ACTUAL BALANCE @ MO END	\$22,197.80	\$41,077.00	\$11,536.32	\$1,793.14	\$0.00	\$232,906.62	\$309,510.88

Closing Balance

Transaction Date	6/1
Transaction Date	6/30
Company Code	Key Largo Volunteer Ambulance Corps

AR Previous Balance:	\$170,650.14
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	Qty	Amounts
Advanced Life Support Emergent	58	\$40,968.58
ALS 2 ER BASE RATE	1	\$832.27
Basic Life Support Emergent	17	\$10,863.66
Charges	76	\$52,664.51

Transaction Type Summary - Charges - Payments and Write Offs

1-PAYMENT	(\$26,405.69)
2-WRITE OFF INS	(\$8,654.73)
BAD DEBT ADJ REVERSAL	\$66.64
Bad Debt Non Collection	(\$4,153.16)
BAD DEBT PAYMENT REVERSAL	\$642.62
COL AG> ADJUSTMENT	(\$66.64)
DEBIT	\$0.11
INVOICE	\$43,448.47
Invoice Prior Periods	\$11,171.87
INVOICE REVERSAL	(\$1,955.83)
Negotiated Discount	(\$21.51)
Write Off Patient	(\$217.46)
Write Off to Collections	(\$13,033.16)
Accounts Receivable Change	\$821.53

Total Balance Forward:	\$171,471.67
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Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
 June 17, 2016

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
American Funds						
06/17/2016	American Funds	ONL...	Liability Check	DAVE CRU...	Corp Account- 406	-178.49
						-178.49
Total American Funds						
Form 941						
06/17/2016	Form 941	eftps	Liability Check	59-168253...	Billing Account-706	-3,607.72
						-3,607.72
Total Form 941						
Arana, Jaime E						
06/17/2016	Arana, Jaime E	DIR...	Paycheck		Billing Account-706	-606.20
						-606.20
Total Arana, Jaime E						
Barnes, Edwin A						
06/17/2016	Barnes, Edwin A	DIR...	Paycheck		Billing Account-706	-560.56
						-560.56
Total Barnes, Edwin A						
Bock, Donald						
06/17/2016	Bock, Donald	DIR...	Paycheck		Billing Account-706	-577.11
						-577.11
Total Bock, Donald						
Campos, Luis A						
06/17/2016	Campos, Luis A	DIR...	Paycheck		Billing Account-706	-605.92
						-605.92
Total Campos, Luis A						
Charafardin Jr., Raynier						
06/17/2016	Charafardin Jr., ...	DIR...	Paycheck		Billing Account-706	-329.46
						-329.46
Total Charafardin Jr., Raynier						
Cruciger, David A						
06/17/2016	Cruciger, David A	DIR...	Paycheck		Billing Account-706	-485.80
						-485.80
Total Cruciger, David A						
Elkoury, Elizabeth						
06/17/2016	Elkoury, Elizabeth	DIR...	Paycheck		Corp Account- 406	-1,271.31
						-1,271.31
Total Elkoury, Elizabeth						
Fell, Ronald J						
06/17/2016	Fell, Ronald J	DIR...	Paycheck		Billing Account-706	-1,033.35
						-1,033.35
Total Fell, Ronald J						
Irizarry, Eugene						
06/17/2016	Irizarry, Eugene	DIR...	Paycheck		Billing Account-706	-316.29
						-316.29
Total Irizarry, Eugene						
Jones, Christopher J						
06/17/2016	Jones, Christoph...	DIR...	Paycheck		Billing Account-706	-242.89
						-242.89
Total Jones, Christopher J						
Marin, Pedro L						
06/17/2016	Marin, Pedro L	DIR...	Paycheck		Billing Account-706	-849.59
						-849.59
Total Marin, Pedro L						
Pinzon, Oscar S						
06/17/2016	Pinzon, Oscar S	DIR...	Paycheck		Billing Account-706	-467.60
						-467.60
Total Pinzon, Oscar S						
Schussheim, Adam L						
06/17/2016	Schussheim, Ad...	DIR...	Paycheck		Billing Account-706	-914.31
						-914.31
Total Schussheim, Adam L						
Smith (transfer), Cecilia						
06/17/2016	Smith (transfer), ...	10055	Paycheck		Billing Account-706	-1,425.58
						-1,425.58
Total Smith (transfer), Cecilia						
TOTAL						-13,472.18

Key Largo Volunteer Ambulance Corp., Inc. Payroll Transactions by Payee July 1, 2016

Date	Name	Num	Type	Memo	Account	Amount
American Funds						
07/01/2016	American Funds	ONL...	Liability Check	DAVE CRU...	Corp Account- 406	-178.49
Total American Funds						-178.49
Form 941						
07/01/2016	Form 941	EFT...	Liability Check	59-168253...	Billing Account-706	-3,532.67
Total Form 941						-3,532.67
Arana, Jaime E						
07/01/2016	Arana, Jaime E	DIR...	Paycheck		Billing Account-706	-316.29
Total Arana, Jaime E						-316.29
Barnes, Edwin A						
07/01/2016	Barnes, Edwin A	DIR...	Paycheck		Billing Account-706	-594.10
Total Barnes, Edwin A						-594.10
Bock, Donald						
07/01/2016	Bock, Donald	DIR...	Paycheck		Billing Account-706	-619.11
Total Bock, Donald						-619.11
Campos, Luis A						
07/01/2016	Campos, Luis A	DIR...	Paycheck		Billing Account-706	-583.56
Total Campos, Luis A						-583.56
Charafardin Jr., Raynier						
07/01/2016	Charafardin Jr., ...	DIR...	Paycheck		Billing Account-706	-316.28
Total Charafardin Jr., Raynier						-316.28
Cruciger, David A						
07/01/2016	Cruciger, David A	DIR...	Paycheck		Billing Account-706	-485.81
Total Cruciger, David A						-485.81
Elkoury, Elizabeth						
07/01/2016	Elkoury, Elizabeth	DIR...	Paycheck		Corp Account- 406	-1,271.32
Total Elkoury, Elizabeth						-1,271.32
Fell, Ronald J						
07/01/2016	Fell, Ronald J	DIR...	Paycheck		Billing Account-706	-794.04
Total Fell, Ronald J						-794.04
Irizarry, Eugene						
07/01/2016	Irizarry, Eugene	DIR...	Paycheck		Billing Account-706	-289.92
Total Irizarry, Eugene						-289.92
Jones, Christopher J						
07/01/2016	Jones, Christoph...	DIR...	Paycheck		Billing Account-706	-242.89
Total Jones, Christopher J						-242.89
Lopez-Vasconez, Nicholas						
07/01/2016	Lopez-Vasconez,...	DIR...	Paycheck		Billing Account-706	-279.10
Total Lopez-Vasconez, Nicholas						-279.10
Marin, Pedro L						
07/01/2016	Marin, Pedro L	DIR...	Paycheck		Billing Account-706	-1,192.16
Total Marin, Pedro L						-1,192.16
Pinzon, Oscar S						
07/01/2016	Pinzon, Oscar S	DIR...	Paycheck		Billing Account-706	-945.95
Total Pinzon, Oscar S						-945.95
Schussheim, Adam L						
07/01/2016	Schussheim, Ad...	DIR...	Paycheck		Billing Account-706	-290.27
Total Schussheim, Adam L						-290.27
Smith {transfer}, Cecilia						
07/01/2016	Smith {transfer}, ...	DIR...	Paycheck		Billing Account-706	-1,390.89
Total Smith {transfer}, Cecilia						-1,390.89

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6/30/16

Key Largo Volunteer Ambulance Corp., Inc.
Payroll Transactions by Payee
July 1, 2016

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
TOTAL						<u>-13,322.85</u>