South Central Wyoming EMS Joint Powers Board
Monthly Meeting Agenda
May 18, 2026, 7PM
Saratoga SCWEMS Barn & Google Meets

1. **The meeting was called to order at 6:03pm**

a. Chairman: Morgan Irene, present
b. Vice-chair: Carl Bickel, present
c. Secretary: Kenzie Strauch, present
d. Treasurer: Theresa Lembke, present
e. Gayle Wessel, absent
f. Steve Martin, present
g. K. Sam Neilson, present
h. Bookkeeper: Mandy Goodwin, present
i. Interim Director: Shana Romero, present
j. Ex-officio Member: Dr. Zimmerman, absent
k. Ex-officio Member from SCWEMS: Kyle Warren, present
l. Ex-officio Member from SCWEMS: Mike Farver, present

2. **Introductions of Guests**
   - There were no guests.

3. **Additions/Corrections to the Agenda**
   - S. Neilson made the motion to approve the agenda as presented. C. Bickel seconded. The motion passed unanimously.

4. **Approval of Previous Meeting Minutes**
   a. S. Martin moved to approve the meeting minutes from our regularly scheduled meeting, April 20, and our special meeting, April 29, 2026. C. Bickel seconded the motion. The motion passed unanimously.

5. **Financials / Bookkeeper Report**
   - Bookkeeper Financial Report
     i. As of right now, it's a challenging transition to having two RNB Bank Accounts intending to have one be income and the other being only expenses.
     ii. The auditor has some corrections for journal entries, and once we have some clarification questions answered and heard back from her, we will hopefully have the journal entries corrected before the start of our new fiscal year.
     iii. NORCO provides oxygen supplies; they did mention that our prices for their services will be going up May 1st. As of right now, we haven't had to change our oxygen tanks so we're not entirely sure what to expect for next year in planning our budget. Hopefully before next month's meeting we will have a better idea.
     iv. We still have $34,000 left for spending for the Hanna Station.
     v. Indeed advertising for the director's position has been pulled.
     vi. Payroll was a total of $18,770.67
     vii. Debit Card Transactions totaled $1,024.21
     viii. Bills to be paid will be a total of $10,627.83
     ix. Unapproved bills paid since last meeting totaled $10,767.26
   - K. Strauch moved to approve payroll transaction, debit card transactions, unapproved bills paid since last meeting, and bills to be paid. S. Neilson seconded the motion. The motion carried unanimously.
   - Treasurer's Report and Monthly Collection Summary from REVCO (Wakefield) and EMSMC
     i. Not sure what the hold up is from EMSMC for billing, it could be insurance billing concerns, but M. Goodwin will be getting into contact with them to see what we can do on our end.
     ii. Revco will not send the information needed to Undue Medical Debt, blaming it on that information previously with Wakefield, even though they merged with Wakefield and they should have that information.
     iii. The totals payments from EMSMC doesn't always add up to our total received because sometimes the payments come from Revco, but we don't see it for another month.

iv. We are still struggling to get insurances to update our billing address, with them sending the checks to Revco.
v. M. Farver asked if there was a way to see how much of the bill are we not receiving.
vi. Motion to approve the treasurer's report was made by S. Neilson and seconded by T. Lembke. Motion passed unanimously.

6. Ambulance Director's Report
   - MS 60 in Saratoga is needing to have the antenna repaired. That will need to go to Cheyenne.
   - Hanna had their annual senior cruise for the senior class. Majority of the class of 2026 showed up.
   - The last class for the EMT I Class is this month and will hopefully help get some things slowed down for a few of those that are in it.
   - Director Candidate will have an initial interview with the interview team this Friday 5/22/26 and after that interview we will potentially schedule an interview and meeting with the whole board.
   - NPVMC requested a transfer to CO for one unit of blood. There was a concern about it because the patient's cancer doctor's were located in CO as well. There was also an issue with a transfer that needed an ALS and we couldn't provide the services for that transfer, so asked if a nurse could ride in our ambulance with a driver and provide the services needed. Due to a lot of liability concerns Dr. Zimmerman said no.

7. **Old Business**
   - Hanna Station
     i. Email was sent from North Fork Engineering from John Nelson with a proposal. S. Neilson stated he feels we should continue with the school property, so we know what exactly is being built. S. Martin did state he talked with the Mayor of Hanna about the potential of buying the Hanna Clinic and building an ambulance bay connected to it. C. Bickel stated he feels comfortable having John working on and moving forward with the Hanna Ambulance. T. Lembke and S. Martin both mentioned they were concerned about the estimated $12k difference that we don't have and what we would do when it's time to be completed. S. Neilson mentioned we need to move forward due to being concerned about feeling that the Fire Department will be needing us out of the fire station. There was then discussion about having North Fork Engineering doing only Tasks 10, 20, and 30 based on the proposal provided to us, which we can afford, and then regroup afterwards. T. Lembke stated she didn't feel comfortable picking and choosing pieces of his proposal without talking to him. We should already have a Topographic & Boundary survey, so that will be helpful in being able to not have to do that task.
     ii. Decision about moving forward will be tabled and we will have a special meeting with John at a later date.
     iii. C. Bickel made a motion and S. Neilson seconded to contact the two other properties and let them know we are no longer interested. The motion passed unanimously.
   - NPVMC Agreement
     i. M. Irene reached out to the NPVMC board and asked about ensuring that they have documented and reached out to hospitals to ensure we are transporting the patient to the most appropriate facility.
     ii. Since taking transfers there are quite a few that we haven't received payment, but not sure why we haven't received any payment. M. Goodwin did reach out to Revco and

EMSMC to see if they could provide more information about why there was a nonpayment.

iii. NPVMC Board is looking to hire a full time ALS provider, and then if they have a transfer, that provider could ride with the patient potentially. There will be more discussion about this within our board to see if that is a possibility. S. Martin mentioned we should most likely try to determine when the best time for a driver would be to help plan to the best of everyone's ability to transfer. M. Farver mentioned that having an MOU lined up with NPVMC, similarly to what we have with MHCC, when we need an ALS from the interstate (we bill for the total run, but then MHCC bills us $300) might be a good idea.

- Bank Signers
  - i. Still need bank signers to sign the documents needing.
- FY2027 Budget - 3rd reading will occur at the June meeting
  - i. We will have a workshop pertaining to this
- On Call Hours - Review verbiage with Gayle
  - i. This was tabled for June meeting.

8. **New Business**
- Expiring Terms - Medicine Bow & Hanna
  - i. Both terms will expire June 30th.
  - ii. C. Bickel will not be available again.
  - iii. K. Strauch was already appointed.
- Norco Gas Price Adjustments effective May 1, 2026

9. **Any Further Business / Good of the order**
- Meeting with the counter attorney to have training on how to properly hold our JPB Meeting and be the best representatives possible for our entities.

10. **T. Lembke adjourned at 7:17pm with S. Neilson seconding. The motion passed unanimously.**

Next meeting: June 15, 2026, 7pm, Elk Mountain Hotel (After Dinner)

Recoverable Signature

X [signature] ~~Morgan Irene~~ Carl Bickel
SCWEMS Vice Chariman 6//15/2026

X [signature]
Kenzie Strauch
SCWEMS Treasurer 6//15/2026
Signed by: trust_a770844c-ab08-4f6c-a0d8-7516021fc189