

South Central Wyoming EMS Joint Powers Board

October 20, 2025 Meeting Minutes

Saratoga Ambulance Barn, Saratoga, WY

1. Meeting was called to order at 6:14

- | | |
|--|---|
| a. Chairman: Morgan Irene present | i. Ex-officio Member from SCWEMS: Kyle Warren present |
| b. Vice-chair: Carl Bickel present | j. Ex-officio Member from SCWEMS: Mike Farver present |
| c. Secretary: Kenzie Strauch present | k. Bookkeeper: Mandy Goodwin present |
| d. Treasurer: Patti Shue present | l. Assistant Director: Shana Romero present |
| e. Gayle Wessel absent | m. Stayton Mosbey: Present via meets |
| f. Steve Martin: present | |
| g. K. Sam Neilson present | |
| h. Ex-officio Member: Dr. Zimmerman absent | |

2. Introductions of Guests

- o David Clegg applicant for SCWEMS Director.
- o Derek Davies who was given the full-time position at SCWEMS

3. Additions/Corrections to the Agenda

- o Remove M. Kostovony from the agenda
- o C Bickel made motion to approve the agenda with changes made: P. Shue seconded with motion carrying.

4. Approval of Previous Meeting Minutes

- a. The motion to approve the regular meeting minutes of September 15, 2025 was made by S. Martin and seconded by S. Neilson. The motion carried.

5. Financials / Bookkeeper Report

- o Bookkeeper Financial Report
 - Money received from the MRG Grant stayed in our RNB account due to a hold on payments from Medicare and Medicaid due to the government shutdown.
 - M. Goodwin is still continuously working with the auditor for preparation of our 2025 taxes. M. Goodwin said she has some questions for them to hopefully answer for her.
 - Reimbursement of payments from EMSMC are coming in better than they had been in the past making our profit and loss looking better.
 - Our Lukas did come in which was paid for by the WY Community Foundations.
 - Total employee payroll to be approved was \$34,311.48.
 - Total debit card transactions was \$1,955.68.
 - Bills Paid from last meeting was a total of \$22,158.40
 - Total of unapproved bills paid was a total of \$20,056.11
 - The total of unpaid bills when adding \$66.33 from Black Hills Energy came to \$22,189.95
- o K. Strauch moved to approve payroll transactions, debit card transactions, unapproved bills paid since last meeting, bills to be paid & financial report. C. Bickel seconded with the motion passing unanimously.
- o Treasurer's Report and Monthly Collection Summary from Wakefield and EMSMC
 - For Fiscal year 26 we've already received almost half of the payments for the runs we've done from June – Aug. which is a great sign.
 - In the last month we've received \$4,000 from Wakefield. But a lot has still moved to collectors list.
 - It was asked why we have not written off our bad debt and M. Goodwin & S. Mosbey explained that our auditors have told us not to write off our bad debt.
 - The motion to approve the Treasurer's Report was made by S. Martin, then seconded by S. Neilson with the motion carrying.

6. Ambulance Director's Report

- o We had a total of 5 volunteer applications for SCWEMS.

South Central Wyoming EMS Joint Powers Board

October 20, 2025 Meeting Minutes

Saratoga Ambulance Barn, Saratoga, WY

- Within the ambulance update we were informed that 253 is still our primary in Hanna even with a factory recall. The recall does not affect the safety of the vehicle, and will be dealt with when possible. 269, which is primarily located in Medicine Bow needs an alignment done in Casper.
- S. Romero attended the meeting hosted once a month by MHCC for EMS Agencies in Carbon County also including Wamsutter. This meeting allows for all agencies to touch base with one another and to be informed about what is going on in their worlds.
- Glucometers are in and will be supplied into our ambulances.
- Derek starts Nov. 3rd in Saratoga as our full time employee.
- There were 4 transfer requests from NPVMC and SCWEMS were able to do 3 of them.
 - S. Romero stated she asked if they could still reach out even if it's an ALS to allow us an opportunity to see if we potentially have an ALS.
 - It was also brought to our attention that sometimes an employee will say it is a BLS but then on the patient report (PCS) it says ALS. S. Mosbey informed us that there has been one provider has a generic form that is used all the time, and isn't legal. It has been brought up in the past to the employee's superiors so as to get the behavior fixed. SCWEMS employee's will be more thorough in their looking over paperwork when receiving a patient.

7. Old Business

- Hanna Station
 - In an update with our agreement with EA, SCWEMS was informed that the engineer provided to us from EA wants \$90,000 to start from scratch to start with our blueprints. The new engineer stated she wants to start all the way from the beginning with new blueprints and new surveys. Along with the initial \$90,000 they want an additional \$87,000 if they help us solicit grants for this endeavor. SCWEMS has already paid an approximate \$20,000 from the grant for the initial surveying completed. When we originally worked with C. Kopaz SCWEMS was given an estimation of \$50,000 to complete this project, which is what we put into our grant application which we received with a 100% reimbursement. This allows us approximately \$30,000 more until 12/31/2026 to spend towards building the Hanna Station. With this information SCWEMS will be looking for other options. C. Bickel stated he will discuss this with the town council and see what options we may potentially have with them.
- NPVMC Agreement
 - S. Mosbey hasn't heard back from Deena about the legal team. He will send her an email with M. Goodwin & S. Romero copied to it.
 - S. Martin discussed working on building a relationship with NPVMC and being a liaison for SCWEMS & NPVMC.
 - M. Irene stated that his concern is that the board for NPVMC is not on the same page as the staff members on what is expected.
- USDA & SLIB Grant – Ambulance
 - There will be another funding round for us to apply for in February.
 - The USDA grant we received was a special grant Covid related. S. Mosbey stated we could ask Amy about any other funding related grants or items.

8. New Business

- Director Duties/Pay in the Interim
 - The motion to ratify S. Romero's pay increase that was put in place as she stepped into director role after S. Mosbey left and until we hire a new director was made by S. Martin with S. Neilson seconding. The motion passed unanimously with a thank-you and acknowledgement by M. Farver to S. Romero for doing a fantastic job stepping up.

South Central Wyoming EMS Joint Powers Board

October 20, 2025 Meeting Minutes

Saratoga Ambulance Barn, Saratoga, WY

- o Undue Medical Debt
 - This is the previous company SCWEMS has dealt with in purchasing our bad debt, they just have a different name. M. Goodwin explained that this company will look at all of our accounts and determine what is eligible for them to take and then notify us of the amount that they would buy and which accounts. Unfortunately, they will not be able to look at our debt until December of 2025 but are asking for a lot of information to be able to determine what they are willing to purchase. M. Goodwin asked if the board would please approve her being able to start gathering and sending the information Undue needs to decide what debt they would purchase. The motion was made by S. Neilson and seconded by K. Strauch. The motion carried.
- o RNB - authorization to move funds between accounts
 - Approval was given to Mandy Goodwin to transfer funds between our two SCWEMS Rawlins National Bank with the motion made by S. Martin and seconded by C. Bickel. The motion carried unanimously.

9. Executive Session

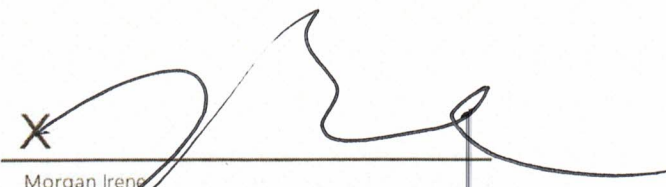
- o S. Martin moved and K. Strauch seconded to go into executive session to discuss matters involving personnel at 7:38pm.
- o P. Shue and C. Bickel made the motion to exit executive session at 9:49. The motion carried unanimously.
- o The motion to approve and seal minutes from executive session was made by K. Strauch and seconded by S. Martin. The motion carried.
- o No action was taken after executive session.


10. Any Further Business / Good of the order

- o Shannon contacted Rebekah Garber about a burn class to take place in Saratoga this December. R. Garber is an educator from Swedish Hospital for the burn center and will provide free training if a hotel and rental car are provided. The motion to provide a hotel and car rental not exceeding \$500 for R. Garber to come provide a burn class was made by S. Neilson. C. Bickel seconded the motion, with all board member present voting for.
- o S. Martin informed all who were present that Wyoming Department of Health had a wonderful Rural Health presentation in Saratoga. He also informed us that there is a survey on the WY Department of Health Rural Health website and asked for all to please fill it out.

11. The meeting adjourned at 10:00pm.

Our next meeting will be held November 17, 2025 at 6pm at the Saratoga Ambulance Barn, Saratoga, WY.

X 
Morgan Irene
SCWEMS Chairman 11/17/2025

X  11/17/25
Kenzie Strauch
SCWEMS Secretary 11/17/2025