

## Fire Department

**To:** Finance Committee

**From:** Andrea Peters

**Date:** 04/09/2025

**Subject:** Request for Approval to Write Off Uncollectible EMS Billing Accounts

### Background

Attached to this memo is a list of EMS billing accounts that I am requesting approval to write off. All accounts listed have been through the full collections process, and despite all reasonable efforts, they remain uncollectible.

Each account on the list includes the reason it is no longer considered collectible—whether due to bankruptcy, deceased patients with no estate, returned mail with no forwarding address, or accounts deemed uncollectible by the State of Wisconsin Department of Revenue.

Writing off uncollectible debts is a standard business practice and is also required by auditors to ensure our financial records remain accurate and compliant with accounting standards. Approval of this write-off request will help us maintain proper financial reporting and recordkeeping.

Please let me know if you have any questions or need further information regarding any of the accounts listed.

Thank you for your consideration.