

CLINTON AREA AMBULANCE SERVICE AUTHORITY
Minutes - October 16, 2025

6:00 pm Sparrow Meeting Room, 3rd Floor White Conf. Room

CALL TO ORDER: the meeting was called to order by Lee Thelen at 6:00 pm

Members Present: Lee Thelen, Jennings West, Anthony Hufnagel, John Weber, Ed Thelen, Kory Witt, Eric Brown, Lisa Powell, Vern Feldpausch, Brad Gurski, Rick Fink, Lee Thelen, Jake Claus,
Guests: Gail Baltimore, CAAS - Lynn Weber, Alicia Weber, Eugen Howe, Mady Wells, Clinton Hospital – KJ Sarata; Jeff Nobis;

MODIFICATIONS TO & APPROVAL OF AGENDA: It was moved by D. Levey to approve the agenda with the addition of fund transfer, move the check presentation, November meeting, ratify changes to accounting policy, EMSMC contract. Supported by V. Feldpausch.

APPROVAL OF MINUTES OF LAST MEETING(S) It was moved by K. Witt and supported by A. Hufnagel. Approved.

PUBLIC COMMENTS OF NON-AGENDA ITEMS – No comments.

PRESENTATION: Jeff Nobis from the St. Johns Community Fund presented the EMS Golf Outing check – CAAS received a check for \$3,200. Huge thank you. To be used for equipment or the Community Paramedic Program.

FINANCIAL REPORT(S) Gail Baltimore –

Billings for September were lower at \$445,618. Overall, we collected \$188,610 in payments.

The combined balance sheet has total assets of \$1,198,444 as of September 30, 2025. This is down from last month's balance of \$1,280,458. Current cash on hand for Operations is \$27,814 and current cash on hand for the Authority is \$170,271. Total assets at this time last year were \$1,594,594. We are still actively monitoring the collections cash flow. No new money was borrowed from the Authority in September.

Looking at the CAASA Profit & Loss Statement, September ended with an overall net income loss of \$87,143 up from last month by \$131,798. Program Revenue was lower in the income side but on the expense side, Bad Debt dropped more. Other accounts effected – repairs increased but that figure was offset by a decrease in supplies.

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Looking at the Profit & Loss Previous Year Comparison (YTD), total income is down \$1,386,454 compared to last year and expenses are down by \$498,062. The result, Net Income is down from last year \$888,392.

The Balance Sheet Previous Year Comparison shows that assets are down \$426,999 over last year's balance sheet. Cash on hand decreased by \$287,365 compared to last year and total liabilities increased \$216,496 compared to last year.

The Profit & Loss Budget Performance Report for this month (adj #1 fiscal year 25-26) provides month actual vs. budget as well as year-to-date figures with a final column that allows for comparison to the annual budget. The income for fiscal 2025-26 year-to-date is \$569,009 under budget; combined with various expenses in total running \$91,739 under budget results in a bottom-line Net Income that is \$477,270 under budget year-to-date. I will be presenting a budget adjustment next month.

The final report attempts to create a snapshot of the 2025-2026 Capital Account using the current bank balance and accounting for funds yet to be collected as well as those earmarked for purchases. Please note a total \$177,000 payroll cushion has been used. The auditor's suggestion of one month cushion would be approximately \$170,000 so we have exhausted that cushion. We do, however, still have another approximately \$100,000 to safely loan but would like to see money start to flow back in the other direction. In early October, we did get approval to move \$10,000 to cover a payroll. It was moved by B. Gurski to accept the financial reports as presented pending audit. Supported by K. Witt. Approved.

OLD BUSINESS

1. Articles/Handbook/By-Laws – Next month.
2. Ratify the Accounting Policy – It was moved by K. Witt to ratify the amended accounting policy, supported by V. Feldpausch. Approved.
3. EMSMC Contract Renewal: It was moved by A. Hufnagel to approve the EMSMC contract renewal, supported by E. Brown. Effective October 1, 2025. Approved.

NEW BUSINESS

1. Debit Card – The only card that exists is in Lynn Weber's name and only one exists. It was recommended that a card be secured for Eugene Howe so when L. Weber is gone there is a challenge. It was moved by E. Thelen to secure a second debit card for E Howe. Supported by K. Witt. Approved.
2. Funding Issues – suggestions. Volumes were reviewed, a report was provided with graphs. Runs 2024 (4,166), runs to date 2025 (2,881). Sparrow runs 2024 (1,417), this year (776). Cause lack of covering the south end of the county with the remainder from hospital transfers. Losing approximately one a day, transfers from Sparrow-U of M. There has also been an increase in medical insurance for staff, administrative staff two additional personnel, and inflation. It was noted that high mileage transfers are hit or miss because the third rig is not in service daily, but at times volunteers will take the transfer. Order of ambulance request - Eaton first, Patriot, then Clinton Area Ambulance. Discussion. It was suggested that CAAS municipalities recommend that residents request CAAS for a transfer. Solutions discussed – raising per capita to \$17.00 for 2026-27. Develop the Para Medicine program. Consider legacy giving and promoting. Informational, discussion and no decision made.
3. Budget Committee/Set Meeting – The committee will meet in November, prior to November 15 and not on Thursday. The meeting will be held at the St. Johns Business Office.
4. Innovation Coord Report – Alicia Weber. Complete report available upon request.
 - a. Insurance quotes – Angle denied coverage. 3 high risk and 4 high costs
 - b. BCBS – still waiting for a response – Insurance costs are huge.
 - c. Community Paramedicine – denied Health Endowment Fund Grant due to lack of sustainability. First, quarter reporting
 - d. Mint Festival site changing.
 - e. Upcoming events:
 - i. Oct 28 – Trunk or Treat – St. Johns Big Boy
 - ii. October 31st – Candy Crawl Downtown St. Johns
 - iii. November 6th – CCRESA Career Expo
 - iv. December 5th – Christmas Santa Parade
 - v. December 6th – Christmas Craft Show and Purse Bingo

It was moved to support the report as given – A. Hufnagel, supported by K. Witt. Approved.
5. Director's Report – L. Weber – Complete report available upon request.
 - a. Discussion regarding who is bonded and the amount of bonding.
 - b. J. Cobb is monitoring billing closely
 - c. Sources of revenue are being researched.

- d. Conversations are taking place with U of M Sparrow
- e. Rescue – SJFD hoping for approval of MFR status in their 2026-27 budget
- f. Christmas options for the Team being discussed. 47 employees.
- g. Runs to Date: 2025: 3,029 compared to 2024: 3,405
- h. Rescue: 2025: 72 compared to 2024: 108

It was moved by E. Thelen .to approve the Director's report as presented. Supported: K. Witt, Approved.

CREW COMMENTS – None.

Adjourn: It was moved by B Gurski to adjourn. Supported by K. Witt. Approved. 7:25 pm.

Future Meetings: Nov 13th