

**Minutes of the DeSoto Parish EMS Board of Commissioners
Tuesday, May 8, 2018**

The DeSoto EMS Board of Commissioners held a regular Board meeting on Tuesday, May 8, 2018, at DeSoto EMS Central Station at 5:00 p.m.

Members present were: Chairman LaTarsha Shelton, Vice-Chairman Rusty Canton, and Board Members: Keith Parker, Brent Ingvaridsen, and Dennis Reed. Katina Lane and Tim Thames were absent.

Guests were: Administrator Joe Magee, Administrative Assistant Jane Manning, and Billing Specialist Melonie Confair.

The meeting was called to order by Chairman Shelton at 5:00 p.m. Parker gave the invocation, and Shelton led the Pledge of Allegiance.

A motion to approve the corrected minutes from the January 9, 2018 Board meeting was made by Canton, and Ingvaridsen seconded the motion. All ayes carried the motion. The correction involved what was published in the official journal incorrectly due to the incompatibility in format. The corrected minutes will be sent to Foley and Judell because they involved the census paperwork from the November 2018 millage election.

A motion to approve the minutes from the March 13, 2018 Board meeting was made by Reed. Parker seconded the motion. All ayes carried the motion.

The financial reports: bills paid, income and expenses, and budget vs. actual were presented by Magee. A motion to accept them was made by Parker. Canton seconded the motion. Motion carried by all ayes.

A motion to pay the bills was made by Reed with Ingvaridsen seconding the motion. All ayes carried the motion.

Old Business:

The consideration of the Administrator's salary was tabled at the January 9, 2018 meeting to gather more information. After discussion, Parker made the motion to add ten days to the Administrator's vacation time. The motion was seconded by Ingvaridsen. Motion carried by all ayes.

New Business:

The proposed budget was reviewed by the Board. It will be voted on at the June 12, 2018 public meeting. The proposed budget will be available to the public at DeSoto EMS Central Station, 231 EMS Circle, Mansfield until the public meeting.

Ingvardsen made the motion to approve the Letters of Engagement for Dees Gardner, CPAs for the 2017 – 2018 fiscal year audit and the Control and Compliance of the Statewide Agreed-On Procedures (AUPs) 2017 – 2018. Reed seconded the motion. All ayes carried the motion.

The Louisiana Compliance Questionnaire for Auditor Engagements for fiscal year 2017 - 2018 was presented to the Board by Magee and Manning. Parker made the motion to approved the Questionnaire for Dees Gardner, CPAs. The second was made by Ingvardsen. Motion carried by all ayes.

Canton made the motion to approve the Stryker service agreement for 4-1-18 to 7-31-18 for 5 PowerPro stretchers and 3 PowerLoads for \$26,511.00. Ingvardsen made the second, and all ayes carried the motion.

Ingvardsen made the motion to approve the Physio service agreement for 4 LifePak defibrillators and 5 LUCAS chest compression devices for 6-20-17 to 6-19-18 for \$13,543.20. The second was made by Reed. Motion carried by all ayes.

The next meeting and public hearing will be June 12, 2018. We need a quorum to vote on the 2018 – 2019 tax millage and proposed budget.

Canton made the motion to adjourn at 5:34 p.m. Ingvardsen seconded, and the motion was carried by all ayes.

The next meeting will be June 12, 2018.

LaTarsha Shelton
Board Chairman

Rusty Canton
Vice- Chairman