

ADMINISTRATIVE PROCESS COMMITTEE MINUTES

Meeting Date:

4/27/2026

Time: 6p

In Attendance: Travis Ackerman, Brittney Klockowski, Kathy Heyman, Tim Schroeder, Jigar Patel, Mayor Ricky Easterwood and Ashley Patel

Committee Summary

- Approval of 3/23/2026 minutes Travis Ackerman motioned Brittney Klockowski second, all approved
- YTD runs- 145
- No new reports from the clerk
- Kathy stated Allison is finished with classes and awaiting state testing, the 3 people attending classes now for basic will soon be able to do ride along training with our EMS.
- Kathy stated that Jamie is waiting for an official date for our new ambulance this way he can get ahold of striker to transfer the power cot from current 915 to the new 915
- Brittney suggested looking into the firehouse subs grant but was informed that it would have to be the fire department to apply for the grant. She stated that she understood and asked if our EMS/Safety committee and the Township possibly work together on the grant as a whole.
- May 2026 meeting will be held 5/27/2026 at 6p in the safety building
- Tim asked if the village had plans for the AMA billing. We would have to bill ourselves which could lead to delays on the patient insurance side if it would be approved or not.
- Pagers and batteries will be purchased through P&R communications and will have them quickly, Stephanie has a PO ready. The EMS would like to request an additional 2 pagers and 4 batteries. Kathy and Tim expressed that some of the pagers are getting old.

Actionable Items

- EMS would like to purchase an additional 2 pagers and 4 batteries. Last month council approved 3 pagers and 6 batteries. This would be a total purchase of 5 pagers and 10 new batteries. Purchased by P&R Communications.
- AMA billing decision
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