



# Lake West Ambulance - Board Meeting Minutes

## Tuesday, May 12, 2026

---



- I. **Call to Order:** Tom Roof called the meeting to order at 9:01 am

**Roll Call:** Board Members Present: Tom Roof - Chair, Jim Mellody - Vice Chair, Ed Bryant - Board Member, Steve Christiansen - Board Member, Mark Gilbert - Board Member (absent), Sam Elizzar - Board Member, Laura Stewart - Operations Manager, Riley Whittle - Business Manager, Gayle Webb.

- II. **Public Comments & Announcements:** None

- III. **Approval of Minutes:** Motion to waive the reading and certify minutes from previous meeting by Jim Mellody, 2<sup>nd</sup> by Steve Christiansen. Motion carried 5-0.

- IV. **Staff Reports:**

- A. **Financial Report:** Prepared by Anchor Point, presented by Riley Whittle.

Payments reviewed by Board and Financial Report noted, to be placed in file for next Audit.

- B. **Business Manager Report:** Presented by Riley Whittle.

Motion to accept Business Manager Report by Steve Christiansen, 2<sup>nd</sup> by Ed Bryant. Motion carried 5-0.

- C. **Operations Manager Report:** Presented by Laura Stewart.

Motion to accept Operations Manager report by Jim Mellody, 2<sup>nd</sup> by Ed Bryant. Motion carried 5-0.

- V. **New Business:**

- A. **District Insurance:**

Jacob Brawner with Brawner Insurance presented a new proposal for the district insurance. Board will make a decision once they have both proposals from Brawner Insurance and Mike Keith Insurance at the next board meeting.

- B. **Health Insurance Renewal:** Presented by Riley Whittle.

Motion made by Ed Bryant to renew the current health insurance. Motion 2<sup>nd</sup> by Jim Mellody. Motion carried 5-0.

- C. **Out of Pocket Premium:** Presented by Riley Whittle.

Motion made by Jim Mellody to set for the employees to pay no more than \$250 a month for their health insurance out of pocket cost. Motion 2<sup>nd</sup> by Steve Christiansen. Motion carried 5-0.

**D. Life Scan:** Presented by Laura Stewart.

Motion made by Ed Bryant for district to not cover the cost of Life Scan for employees. They can go on their own if they want, but the district will not cover costs. Motion 2nd by Sam Elizzar. Motion carried 5-0.

**E. Critical Illness Pool:** Presented by Laura Stewart.

Motion made by Jim Mellody to pay \$1,300.00 for the critical illness pool for employees. Motion 2nd by Ed Bryant. Motion carried 5-0.

**VI. Old Business:** None

**VII. Miscellaneous Business:**

The board presented a retirement plaque to Gayle Webb for her dedicated service for the last 37 years.

**VIII. Adjournment:** Motion to adjourn by Jim Mellody, 2nd by Steve Christiansen. Motion carried 5-0. Meeting adjourned at 9:55 AM.

*Next Regular Board Meeting*  
June 9, 2026 at 9:00 AM

Certification: This is to certify that the foregoing is a true and accurate record of the minutes of proceedings for the meeting of the Board of Directors of the Lake West Ambulance District held on the date first set forth herein above.

By: \_\_\_\_\_  
Riley Whittle, Secretary

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Thomas Roof, Chairman of the Board