

**NOTICE
GLENPOOL AREA EMERGENCY MEDICAL SERVICE
DISTRICT
REGULAR MEETING**

A Regular Session of the Glenpool Area Emergency Medical Service District will be held at 6:00 p.m. immediately following the Glenpool Cemetery Trust Authority meeting on Monday, May 1, 2017, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

AGENDA

	Page
A) Call to Order - Timothy Lee Fox, Chairman	
B) Roll Call, Declaration of Quorum – Susan White, Secretary; Timothy Lee Fox, Chairman	
C) EMS Report - Brian Cook, Director of Operations, Mercy Regional EMS	
1) Glenpool EMS report 03222017-04262017	3 - 6
D) District Administrator Report - Susan White, Adm., Sec.	
1) GEMS Dist Admin Staff Report	7
E) Scheduled Business	
1) Discussion and possible action to elect Chairman. (Chairman)	
2) Discussion and possible action to elect Vice Chairman. (Chairman)	
3) Discussion and possible action to approve minutes from April 3, 2017 meeting. (Susan White, Secretary) GEMS MIN 040317	8 - 9
4) Discussion and possible action to adopt Resolution No. 1700GEMS, A Resolution Authorizing The Glenpool Area Emergency Medical Service District To Appoint Requisitioning And Receiving Officers And To Set Authority For The Positions. (Susan White, Adm., Sec.) GEMS Staff memo RESOLUTION NO 1700	10 - 11
5) Discussion and possible action to purchase two Physio Control Lifepak 15 cardiac monitor/defibrillators with associated equipment for a price not to exceed \$72,000.00 as quoted. (Paul Newton, Fire Chief) GEMS Equipment 2016 Lifepak 15 Brochure 3301019 F_LR	12 - 35

[Physio Lifepak Final Quote Glenpool FD V1](#)

- 6) Discussion and possible action to approve purchase order(s) and receipts register totaling \$28,980.12. 36 - 51
(Julie Casteen, Treasurer)

[2017-05-01-GEMS Payment Claims as of 4-26-17](#)

- 7) Discussion and possible action to accept the FY 2017 Estimate of Needs engagement letter from Arledge & Associates, direct the Chairman to sign the letter on behalf of the Board and the District Treasurer to sign on behalf of Management. 52 - 55
(Julie Casteen, Treasurer)

[2017-05-01-GEMS EON Engagement Letter](#)

F) Adjournment

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, _____ at _____ am/pm.

Signed:

City Clerk

Mercy Regional



Brian Cook
Chief of Operations
PO Box 2398
Owasso, OK 74055
Office: 918.609.5827
Email: bcook@mercy-regional.com

To: Honorable Chair and GEMS Board Members

From: Brian Cook, Chief of Operations

Date: April 27, 2017

Ref: EMS Report March 22, 2017 – April 26, 2017

During the period of March 22, 2017 through April 26, 2017 we logged 142 calls for service. We had a 95% response time compliance.

- 92 patients transported
- 29 patients were treated on scene and refused transport
- 7 calls required mutual aid from another EMS service
- 4 were lift assists only
- 4 calls were mutual aid given to another EMS service
- 3 calls were cancelled
- 1 scene standby
- 1 DOA
- 1 no patient found

The question was asked during last month's meeting about response times for a second ambulance while the first ambulance is already on a call. This was discussed with administrators prior to starting our contract with GEMS. What was agreed upon is that if the ambulance is busy on a call and additional calls for service are received, we will send the closest available ambulance whether that is another Mercy ambulance or a neighboring ambulance service and response times would not be counted. When we receive a call and we have another ambulance available in the Tulsa metro area, that ambulance is sent to Glenpool for coverage. If that second Mercy ambulance is posted in the City of Glenpool and a call comes in we do require that ambulance to meet the required response times. There are times that we have multiple ambulances in Glenpool since we utilize the Glenpool station to house some of our ambulances used for transfers.

Brian Cook,
Chief of Operations

CRun	Call Date	Pick Up Location	Destination	Dispatched	En Route	On Scene	Transport	Arrived	Clear	Response Time	Unit
17-3400	3/22/2017 15:51	EMERGENCY SCENE	ST. FRANCIS SOUTH	3/22/2017 15:51	3/22/2017 15:51	3/22/2017 15:56	3/22/2017 16:21	3/22/2017 16:47	3/22/2017 17:23	00:05:25	MEDIC 401
17-3403	3/22/2017 18:41	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	3/22/2017 18:42	3/22/2017 18:42	3/22/2017 18:45	3/22/2017 19:03	3/22/2017 19:03	3/22/2017 19:03	00:04:42	MEDIC 401
17-3414	3/23/2017 02:18	EMERGENCY SCENE	ST. FRANCIS TULSA	3/23/2017 02:20	3/23/2017 02:22	3/23/2017 02:29	3/23/2017 02:38	3/23/2017 03:04	3/23/2017 03:34	00:09:25	MEDIC 401
17-3453	3/23/2017 17:41	EMERGENCY SCENE	ST. FRANCIS TULSA	3/23/2017 17:41	3/23/2017 17:43	3/23/2017 17:45	3/23/2017 18:05	3/23/2017 18:31	3/23/2017 18:46	00:04:56	MEDIC 401
17-3459	3/23/2017 21:34	EMERGENCY SCENE	ST. FRANCIS TULSA	3/23/2017 21:34	3/23/2017 21:34	3/23/2017 21:34	3/23/2017 21:47	3/23/2017 22:09	3/23/2017 22:27	00:00:03	MEDIC 401
17-3463	3/24/2017 00:36	EMERGENCY SCENE	ST. JOHN TULSA	3/24/2017 00:36	3/24/2017 00:37	3/24/2017 00:37	3/24/2017 00:58	3/24/2017 01:17	3/24/2017 01:39	00:01:09	MEDIC 401
17-3476	3/24/2017 09:48	EMERGENCY SCENE	HILLCREST SOUTH	3/24/2017 09:49	3/24/2017 09:49	3/24/2017 09:53	3/24/2017 10:05	3/24/2017 10:22	3/24/2017 10:48	00:04:58	MEDIC 401
17-3492	3/24/2017 16:40	EMERGENCY SCENE	SIGNED REFUSAL	3/24/2017 16:40	3/24/2017 16:40	3/24/2017 16:47	3/24/2017 17:06	3/24/2017 17:08	3/24/2017 17:08	00:07:13	MEDIC 401
17-3493	3/24/2017 16:40	EMERGENCY SCENE	ST. FRANCIS TULSA	3/24/2017 16:40	3/24/2017 16:40	3/24/2017 16:47	3/24/2017 17:06	3/24/2017 17:35	3/24/2017 17:50	00:07:13	MEDIC 401
17-3495	3/24/2017 18:11	EMERGENCY SCENE	ST. JOHN TULSA	3/24/2017 18:11	3/24/2017 18:12	3/24/2017 18:16	3/24/2017 18:40	3/24/2017 19:03	3/24/2017 19:38	00:05:03	MEDIC 401
17-3520	3/25/2017 11:41	EMERGENCY SCENE	PATIENT REFUSAL	3/25/2017 11:41	3/25/2017 11:42	3/25/2017 11:43	3/25/2017 11:50	3/25/2017 11:50	3/25/2017 11:50	00:01:50	MEDIC 401
17-3533	3/25/2017 19:48	EMERGENCY SCENE	ST. FRANCIS TULSA	3/25/2017 19:48	3/25/2017 19:51	3/25/2017 19:53	3/25/2017 20:10	3/25/2017 20:33	3/25/2017 20:50	00:04:19	MEDIC 401
17-3535	3/25/2017 20:12	EMERGENCY SCENE	ST. FRANCIS TULSA	3/25/2017 20:13	3/25/2017 20:14	3/25/2017 20:19	3/25/2017 20:32	3/25/2017 20:53	3/25/2017 21:08	00:07:35	MEDIC 102
17-3544	3/26/2017 06:28	EMERGENCY SCENE	ST. JOHN TULSA	3/26/2017 06:28	3/26/2017 06:31	3/26/2017 06:39	3/26/2017 06:57	3/26/2017 07:20	3/26/2017 07:35	00:10:58	MEDIC 401
17-3550	3/26/2017 12:51	EMERGENCY SCENE	ST. JOHN TULSA	3/26/2017 12:51	3/26/2017 12:51	3/26/2017 12:55	3/26/2017 13:14	3/26/2017 13:36	3/26/2017 13:51	00:04:05	MEDIC 401
17-3551	3/26/2017 13:04	EMERGENCY SCENE		3/26/2017 13:07							MUTUAL AID RECEIVED
17-3553	3/26/2017 13:45	EMERGENCY SCENE	ST. FRANCIS TULSA	3/26/2017 13:46	3/26/2017 13:46	3/26/2017 13:49	3/26/2017 14:01	3/26/2017 14:21	3/26/2017 14:37	00:03:29	MEDIC 102
17-3563	3/26/2017 21:57	EMERGENCY SCENE	ST. FRANCIS TULSA	3/26/2017 21:58	3/26/2017 21:58	3/26/2017 22:02	3/26/2017 22:17	3/26/2017 22:36	3/26/2017 22:53	00:04:23	MEDIC 401
17-3610	3/27/2017 16:58	EMERGENCY SCENE	ST. FRANCIS TULSA	3/27/2017 17:00	3/27/2017 17:00	3/27/2017 17:03	3/27/2017 17:28	3/27/2017 17:53	3/27/2017 18:08	00:04:38	MEDIC 401
17-3615	3/27/2017 20:45	EMERGENCY SCENE	ST. JOHN TULSA	3/27/2017 20:50	3/27/2017 20:50	3/27/2017 20:54	3/27/2017 21:04	3/27/2017 21:21	3/27/2017 21:39	00:08:19	MEDIC 401
17-3620	3/28/2017 00:22	EMERGENCY SCENE	ST. FRANCIS TULSA	3/28/2017 00:23	3/28/2017 00:23	3/28/2017 00:27	3/28/2017 00:49	3/28/2017 01:13	3/28/2017 01:31	00:05:03	MEDIC 401
17-3623	3/28/2017 03:08	EMERGENCY SCENE	ST. JOHN TULSA	3/28/2017 03:10	3/28/2017 03:10	3/28/2017 03:15	3/28/2017 03:38	3/28/2017 04:01	3/28/2017 04:18	00:07:03	MEDIC 401
17-3645	3/28/2017 13:48	EMERGENCY SCENE	ST. JOHN TULSA	3/28/2017 13:49	3/28/2017 13:50	3/28/2017 13:54	3/28/2017 14:02	3/28/2017 14:29	3/28/2017 14:52	00:05:48	MEDIC 401
17-3648	3/28/2017 14:49	EMERGENCY SCENE	ST. JOHN TULSA	3/28/2017 14:49	3/28/2017 14:49	3/28/2017 14:51	3/28/2017 15:12	3/28/2017 15:42	3/28/2017 16:13	00:02:21	MEDIC 101
17-3657	3/28/2017 22:16	GLENWOOD HEALTHCARE	ST. FRANCIS TULSA	3/28/2017 22:16	3/28/2017 22:20	3/28/2017 22:23	3/28/2017 22:43	3/28/2017 23:06	3/28/2017 23:29	00:06:49	MEDIC 401
17-3671	3/29/2017 10:03	EMERGENCY SCENE	ST. FRANCIS TULSA	3/29/2017 10:04	3/29/2017 10:04	3/29/2017 10:05	3/29/2017 10:26	3/29/2017 10:50	3/29/2017 11:13	00:01:19	MEDIC 401
17-3677	3/29/2017 12:30	EMERGENCY SCENE	ST. FRANCIS SOUTH	3/29/2017 12:31	3/29/2017 12:31	3/29/2017 12:34	3/29/2017 12:51	3/29/2017 13:09	3/29/2017 13:20	00:03:13	MEDIC 401
17-3685	3/29/2017 13:25	EMERGENCY SCENE	ST. FRANCIS TULSA	3/29/2017 13:26	3/29/2017 13:26	3/29/2017 13:39	3/29/2017 13:57	3/29/2017 14:22	3/29/2017 14:41	00:13:39	MEDIC 102
17-3686	3/29/2017 13:38	EMERGENCY SCENE		3/29/2017 14:06							MUTUAL AID RECEIVED
17-3688	3/29/2017 14:22	EMERGENCY SCENE		3/29/2017 14:23							MUTUAL AID RECEIVED
17-3695	3/29/2017 19:52	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	3/29/2017 19:53	3/29/2017 19:54	3/29/2017 19:55	3/29/2017 20:09	3/29/2017 20:09	3/29/2017 20:09	00:02:29	MEDIC 401
17-3698	3/29/2017 22:34	EMERGENCY SCENE	LIFT ASSIST	3/29/2017 22:34	3/29/2017 22:35	3/29/2017 22:39	3/29/2017 22:50	3/29/2017 22:50	3/29/2017 22:50	00:04:34	MEDIC 401
17-3710	3/30/2017 08:07	EMERGENCY SCENE	ST. FRANCIS TULSA	3/30/2017 08:09	3/30/2017 08:09	3/30/2017 08:19	3/30/2017 08:35	3/30/2017 09:07	3/30/2017 09:36	00:10:15	MEDIC 401
17-3712	3/30/2017 08:58	EMERGENCY SCENE	ST. FRANCIS TULSA	3/30/2017 08:58	3/30/2017 09:02	3/30/2017 09:06	3/30/2017 09:26	3/30/2017 09:49	3/30/2017 10:09	00:07:26	MEDIC 110
17-3736	3/30/2017 18:09	EMERGENCY SCENE	ST. FRANCIS TULSA	3/30/2017 18:14	3/30/2017 18:14	3/30/2017 18:17	3/30/2017 18:28	3/30/2017 18:44	3/30/2017 19:11	00:09:49	MEDIC 401
17-3737	3/30/2017 18:09	EMERGENCY SCENE	ST. FRANCIS TULSA	3/30/2017 18:14	3/30/2017 18:14	3/30/2017 18:20	3/30/2017 18:38	3/30/2017 18:58	3/30/2017 19:12	00:06:03	MEDIC 110
17-3742	3/30/2017 20:37	EMERGENCY SCENE	HILLCREST SOUTH	3/30/2017 20:37	3/30/2017 20:37	3/30/2017 20:39	3/30/2017 20:50	3/30/2017 21:03	3/30/2017 21:35	00:01:25	MEDIC 401
17-3743	3/30/2017 21:42	EMERGENCY SCENE	ST. FRANCIS SOUTH	3/30/2017 21:43	3/30/2017 21:43	3/30/2017 21:45	3/30/2017 22:15	3/30/2017 22:30	3/30/2017 23:01	00:02:57	MEDIC 401
17-3744	3/30/2017 23:46	EMERGENCY SCENE	ST. FRANCIS TULSA	3/30/2017 23:47	3/30/2017 23:47	3/30/2017 23:52	3/31/2017 00:34	3/31/2017 00:53	3/31/2017 01:19	00:06:40	MEDIC 401
17-3745	3/31/2017 00:14	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	3/31/2017 00:15	3/31/2017 00:15	3/31/2017 00:20	3/31/2017 00:51	3/31/2017 00:51	3/31/2017 00:51	00:05:11	MEDIC 101
17-3762	3/31/2017 12:35	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	3/31/2017 12:35	3/31/2017 12:36	3/31/2017 12:43	3/31/2017 13:00	3/31/2017 13:00	3/31/2017 13:00	00:08:00	MEDIC 401
17-3764	3/31/2017 13:16	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	3/31/2017 13:17	3/31/2017 13:18	3/31/2017 13:23	3/31/2017 13:48	3/31/2017 13:48	3/31/2017 13:48	00:07:33	MEDIC 401
17-3772	3/31/2017 15:52	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	3/31/2017 15:52	3/31/2017 15:52	3/31/2017 15:55	3/31/2017 16:19	3/31/2017 16:19	3/31/2017 16:19	00:03:44	MEDIC 401
17-3773	3/31/2017 16:21	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	3/31/2017 16:21	3/31/2017 16:21	3/31/2017 16:25	3/31/2017 16:35	3/31/2017 16:35	3/31/2017 16:35	00:03:46	MEDIC 401
17-3774	3/31/2017 16:52	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	3/31/2017 16:33	3/31/2017 16:33	3/31/2017 16:40	3/31/2017 16:55	3/31/2017 16:55	3/31/2017 16:55	00:08:50	MEDIC 401
17-3775	3/31/2017 17:18	EMERGENCY SCENE	SCENE STANDBY	3/31/2017 17:18	3/31/2017 17:18	3/31/2017 17:26	3/31/2017 17:26	3/31/2017 17:26	3/31/2017 17:26	00:08:29	MEDIC 401
17-3789	4/1/2017 07:16	EMERGENCY SCENE	ST. FRANCIS TULSA	4/1/2017 07:17	4/1/2017 07:17	4/1/2017 07:21	4/1/2017 07:54	4/1/2017 08:16	4/1/2017 08:34	00:04:32	MEDIC 401
17-3790	4/1/2017 07:25	EMERGENCY SCENE	HILLCREST MEDICAL CENTER	4/1/2017 07:26	4/1/2017 07:27	4/1/2017 07:54	4/1/2017 08:21	4/1/2017 08:41	4/1/2017 08:59	00:29:03	MEDIC 102
17-3802	4/1/2017 17:32	EMERGENCY SCENE	OSU MEDICAL CENTER	4/1/2017 17:33	4/1/2017 17:33	4/1/2017 17:36	4/1/2017 17:59	4/1/2017 18:21	4/1/2017 18:37	00:04:00	MEDIC 401
17-3805	4/1/2017 20:57	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/1/2017 20:59	4/1/2017 20:59	4/1/2017 21:04	4/1/2017 21:21	4/1/2017 21:40	4/1/2017 22:01	00:06:30	MEDIC 401
17-3812	4/2/2017 09:50	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/2/2017 09:51	4/2/2017 09:53	4/2/2017 09:56	4/2/2017 10:22	4/2/2017 10:22	4/2/2017 10:22	00:05:57	MEDIC 401
17-3830	4/3/2017 08:58	EMERGENCY SCENE	ST. JOHN TULSA	4/3/2017 08:58	4/3/2017 08:59	4/3/2017 09:02	4/3/2017 09:32	4/3/2017 09:54	4/3/2017 10:40	00:03:51	MEDIC 401
17-3842	4/3/2017 10:53	EMERGENCY SCENE	ST. FRANCIS TULSA	4/3/2017 10:54	4/3/2017 10:54	4/3/2017 10:57	4/3/2017 11:04	4/3/2017 11:28	4/3/2017 11:39	00:03:45	MEDIC 401
17-3843	4/3/2017 11:22	EMERGENCY SCENE	ST. JOHN TULSA	4/3/2017 11:23	4/3/2017 11:24	4/3/2017 11:27	4/3/2017 11:47	4/3/2017 12:04	4/3/2017 13:53	00:04:37	MEDIC 102
17-3858	4/3/2017 15:07	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/3/2017 15:09	4/3/2017 15:09	4/3/2017 15:11	4/3/2017 15:33	4/3/2017 15:54	4/3/2017 16:17	00:09:39	MEDIC 401
17-3859	4/3/2017 16:48	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/3/2017 16:49	4/3/2017 16:49	4/3/2017 16:52	4/3/2017 17:01	4/3/2017 17:01	4/3/2017 17:01	00:03:46	MEDIC 401
17-3866	4/3/2017 18:09	EMERGENCY SCENE	ST. FRANCIS TULSA	4/3/2017 18:10	4/3/2017 18:10	4/3/2017 18:16	4/3/2017 18:37	4/3/2017 18:59	4/3/2017 19:24	00:06:43	MEDIC 401
17-3872	4/3/2017 21:41	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/3/2017 21:42	4/3/2017 21:42	4/3/2017 21:48	4/3/2017 22:06	4/3/2017 22:06	4/3/2017 22:06	00:06:37	MEDIC 401
17-3875	4/4/2017 01:09	EMERGENCY SCENE	ST. FRANCIS TULSA	4/4/2017 01:09	4/4/2017 01:09	4/4/2017 01:11	4/4/2017 01:34	4/4/2017 01:54	4/4/2017 02:16	00:02:31	MEDIC 401
17-3876	4/4/2017 02:59	EMERGENCY SCENE	ST. JOHN TULSA	4/4/2017 02:59	4/4/2017 03:00	4/4/2017 03:02	4/4/2017 03:22	4/4/2017 03:45	4/4/2017 04:03	00:02:34	MEDIC 401
17-3908	4/4/2017 19:01	EMERGENCY SCENE	ST. FRANCIS TULSA	4/4/2017 19:02	4/4/2017 19:03	4/4/2017 19:06	4/4/2017 19:27	4/4/2017 19:50	4/4/2017 20:04	00:05:05	MEDIC 401

17-3910	4/4/2017 19:33	EMERGENCY SCENE	ST. FRANCIS TULSA	4/4/2017 19:34	4/4/2017 19:34	4/4/2017 19:44	4/4/2017 20:01	4/4/2017 20:21	4/4/2017 20:50	00:11:32	MEDIC 102
17-3914	4/4/2017 22:03	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/4/2017 22:04	4/4/2017 22:05	4/4/2017 22:10	4/4/2017 22:32	4/4/2017 22:32	4/4/2017 22:32	00:06:02	MEDIC 401
17-3925	4/5/2017 09:03	EMERGENCY SCENE	ST. FRANCIS TULSA	4/5/2017 09:03	4/5/2017 09:04	4/5/2017 09:08	4/5/2017 09:54	4/5/2017 09:54	4/5/2017 10:18	00:04:58	MEDIC 401
17-3946	4/5/2017 19:47	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/5/2017 19:49	4/5/2017 19:49	4/5/2017 19:49	4/5/2017 20:13	4/5/2017 20:13	4/5/2017 20:13	00:01:55	MEDIC 401
17-3953	4/6/2017 04:26	EMERGENCY SCENE	ST. JOHN TULSA	4/6/2017 04:28	4/6/2017 04:29	4/6/2017 04:30	4/6/2017 05:02	4/6/2017 05:26	4/6/2017 05:47	00:03:23	MEDIC 401
17-3984	4/6/2017 14:32	EMERGENCY SCENE	ST. FRANCIS TULSA	4/6/2017 14:32	4/6/2017 14:36	4/6/2017 14:36	4/6/2017 14:49	4/6/2017 15:09	4/6/2017 15:31	00:04:24	MEDIC 401
17-3986	4/6/2017 14:35	EMERGENCY SCENE		4/6/2017 14:54							MUTUAL AID RECIEVED
17-4015	4/7/2017 07:40	EMERGENCY SCENE	DOA - DEAD ON ARRIVAL	4/7/2017 07:41	4/7/2017 07:42	4/7/2017 07:43	4/7/2017 08:23	4/7/2017 08:23	4/7/2017 08:23	00:02:25	MEDIC 401
17-4040	4/7/2017 14:30	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/7/2017 14:35	4/7/2017 14:35	4/7/2017 14:35	4/7/2017 14:49	4/7/2017 14:49	4/7/2017 14:49	00:05:13	MEDIC 401
17-4047	4/7/2017 16:52	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/7/2017 16:53	4/7/2017 16:55	4/7/2017 16:57	4/7/2017 17:03	4/7/2017 17:03	4/7/2017 17:03	00:04:36	MEDIC 401
17-4053	4/7/2017 22:04	EMERGENCY SCENE	OSU MEDICAL CENTER	4/7/2017 22:04	4/7/2017 22:05	4/7/2017 22:10	4/7/2017 22:29	4/7/2017 22:48	4/7/2017 22:59	00:05:18	MEDIC 401
17-4079	4/8/2017 18:43	EMERGENCY SCENE	ST. FRANCIS CHILDRENS HOSPITAL	4/8/2017 18:46	4/8/2017 18:47	4/8/2017 18:54	4/8/2017 19:27	4/8/2017 19:46	4/8/2017 20:04	00:07:30	MEDIC 401
17-4087	4/9/2017 01:14	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/9/2017 01:14	4/9/2017 01:15	4/9/2017 01:22	4/9/2017 01:29	4/9/2017 01:29	4/9/2017 01:29	00:08:04	MEDIC 401
17-4093	4/9/2017 06:34	EMERGENCY SCENE	ST. FRANCIS TULSA	4/9/2017 06:34	4/9/2017 06:36	4/9/2017 06:40	4/9/2017 06:53	4/9/2017 07:10	4/9/2017 07:27	00:06:27	MEDIC 401
17-4099	4/9/2017 10:38	EMERGENCY SCENE	HILLCREST MEDICAL CENTER	4/9/2017 10:39	4/9/2017 10:40	4/9/2017 10:46	4/9/2017 11:06	4/9/2017 11:24	4/9/2017 11:42	00:08:33	MEDIC 401
17-4108	4/9/2017 17:40	EMERGENCY SCENE	ST. FRANCIS TULSA	4/9/2017 17:41	4/9/2017 17:43	4/9/2017 17:55	4/9/2017 18:22	4/9/2017 18:38	4/9/2017 18:56	00:14:44	MEDIC 401
17-4122	4/10/2017 06:59	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/10/2017 06:59	4/10/2017 07:02	4/10/2017 07:06	4/10/2017 07:34	4/10/2017 08:10	4/10/2017 08:26	00:07:00	MEDIC 401
17-4123	4/10/2017 08:07	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/10/2017 08:08	4/10/2017 08:10	4/10/2017 08:14	4/10/2017 08:47	4/10/2017 09:09	4/10/2017 09:35	00:06:31	MEDIC 401
17-4129	4/10/2017 10:46	EMERGENCY SCENE	ST. FRANCIS TULSA	4/10/2017 10:47	4/10/2017 10:47	4/10/2017 10:50	4/10/2017 11:06	4/10/2017 11:30	4/10/2017 11:47	00:03:52	MEDIC 401
17-4149	4/10/2017 20:03	EMERGENCY SCENE	HILLCREST SOUTH	4/10/2017 20:05	4/10/2017 20:05	4/10/2017 20:05	4/10/2017 20:29	4/10/2017 20:56	4/10/2017 21:19	00:01:26	MEDIC 401
17-4157	4/11/2017 08:10	EMERGENCY SCENE	HILLCREST SOUTH	4/11/2017 08:11	4/11/2017 08:14	4/11/2017 08:15	4/11/2017 08:29	4/11/2017 08:51	4/11/2017 09:06	00:04:24	MEDIC 401
17-4158	4/11/2017 08:37	EMERGENCY SCENE	ST. FRANCIS TULSA	4/11/2017 08:38	4/11/2017 08:39	4/11/2017 08:42	4/11/2017 09:25	4/11/2017 09:41	4/11/2017 10:13	00:05:06	MEDIC 115
17-4170	4/11/2017 13:10	EMERGENCY SCENE	HILLCREST MEDICAL CENTER	4/11/2017 13:11	4/11/2017 13:11	4/11/2017 13:15	4/11/2017 13:28	4/11/2017 13:59	4/11/2017 14:21	00:04:35	MEDIC 401
17-4187	4/11/2017 19:56	EMERGENCY SCENE	HILLCREST SOUTH	4/11/2017 19:57	4/11/2017 19:57	4/11/2017 20:01	4/11/2017 20:13	4/11/2017 20:29	4/11/2017 20:40	00:05:21	MEDIC 401
17-4189	4/11/2017 21:42	EMERGENCY SCENE	HILLCREST MEDICAL CENTER	4/11/2017 21:42	4/11/2017 21:46	4/11/2017 21:52	4/11/2017 22:13	4/11/2017 22:38	4/11/2017 22:59	00:10:23	MEDIC 401
17-4222	4/12/2017 15:21	EMERGENCY SCENE	ST. JOHN TULSA	4/12/2017 15:22	4/12/2017 15:23	4/12/2017 15:30	4/12/2017 15:45	4/12/2017 16:19	4/12/2017 16:35	00:08:21	MEDIC 401
17-4238	4/13/2017 00:06	EMERGENCY SCENE	CANCELLED BY PD OR OTHER SERVICE	4/13/2017 00:06	4/13/2017 00:06	4/13/2017 00:13	4/13/2017 00:18	4/13/2017 00:18	4/13/2017 00:18	00:06:35	MEDIC 401
17-4260	4/13/2017 13:08	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/13/2017 13:08	4/13/2017 13:09	4/13/2017 13:11	4/13/2017 13:38	4/13/2017 13:38	4/13/2017 13:38	00:03:50	MEDIC 401
17-4269	4/13/2017 14:16	EMERGENCY SCENE	LIFT ASSIST	4/13/2017 14:17	4/13/2017 14:17	4/13/2017 14:18	4/13/2017 14:25	4/13/2017 14:25	4/13/2017 14:25	00:02:47	MEDIC 401
17-4274	4/13/2017 16:17	EMERGENCY SCENE	ST. JOHN SAPULPA	4/13/2017 16:18	4/13/2017 16:19	4/13/2017 16:21	4/13/2017 16:41	4/13/2017 16:57	4/13/2017 17:11	00:04:12	MEDIC 401
17-4286	4/14/2017 04:21	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/14/2017 04:21	4/14/2017 04:25	4/14/2017 04:37	4/14/2017 04:53	4/14/2017 05:13	4/14/2017 05:29	00:15:31	MEDIC 401
17-4294	4/14/2017 09:35	EMERGENCY SCENE	LIFT ASSIST	4/14/2017 09:35	4/14/2017 09:37	4/14/2017 09:38	4/14/2017 09:58	4/14/2017 09:58	4/14/2017 09:58	00:02:27	MEDIC 401
17-4315	4/14/2017 15:05	EMERGENCY SCENE	ST. FRANCIS TULSA	4/14/2017 15:07	4/14/2017 15:07	4/14/2017 15:11	4/14/2017 15:34	4/14/2017 15:53	4/14/2017 16:05	00:06:13	MEDIC 401
17-4320	4/14/2017 15:52	EMERGENCY SCENE		4/14/2017 15:52							MUTUAL AID RECIEVED
17-4334	4/14/2017 21:58	EMERGENCY SCENE	ST. FRANCIS TULSA	4/14/2017 21:58	4/14/2017 21:58	4/14/2017 22:01	4/14/2017 22:29	4/14/2017 22:49	4/14/2017 23:02	00:03:20	MEDIC 401
17-4342	4/15/2017 01:24	EMERGENCY SCENE	ST. FRANCIS TULSA	4/15/2017 01:26	4/15/2017 01:27	4/15/2017 01:31	4/15/2017 02:15	4/15/2017 02:27	4/15/2017 02:53	00:06:37	MEDIC 401
17-4346	4/15/2017 06:06	EMERGENCY SCENE	SIGNED PATIENT REFUSAL/ PUBLIC ASSIST	4/15/2017 06:07	4/15/2017 06:09	4/15/2017 06:13	4/15/2017 06:29	4/15/2017 06:29	4/15/2017 06:29	00:06:38	MEDIC 401
17-4355	4/15/2017 13:55	EMERGENCY SCENE	ST. JOHN TULSA	4/15/2017 13:56	4/15/2017 13:57	4/15/2017 14:07	4/15/2017 14:22	4/15/2017 14:53	4/15/2017 15:10	00:11:25	MEDIC 401
17-4356	4/15/2017 14:43	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/15/2017 14:43	4/15/2017 14:43	4/15/2017 14:47	4/15/2017 15:02	4/15/2017 15:02	4/15/2017 15:02	00:04:10	MEDIC 102
17-4363	4/15/2017 21:15	EMERGENCY SCENE	ST. FRANCIS TULSA	4/15/2017 21:17	4/15/2017 21:17	4/15/2017 21:20	4/15/2017 21:35	4/15/2017 21:55	4/15/2017 22:06	00:04:57	MEDIC 401
17-4370	4/16/2017 04:18	EMERGENCY SCENE	NO PATIENT FOUND	4/16/2017 04:20	4/16/2017 04:22	4/16/2017 04:34	4/16/2017 04:42	4/16/2017 04:42	4/16/2017 04:42	00:16:07	MEDIC 401
17-4372	4/16/2017 06:23	EMERGENCY SCENE	ST. FRANCIS TULSA	4/16/2017 06:24	4/16/2017 06:27	4/16/2017 06:56	4/16/2017 06:59	4/16/2017 07:28	4/16/2017 07:39	00:32:51	MUTUAL AID GIVEN
17-4425	4/17/2017 18:04	EMERGENCY SCENE	CANCELLED BY PD OR OTHER SERVICE	4/17/2017 18:08	4/17/2017 18:08	4/17/2017 18:16	4/17/2017 18:17	4/17/2017 18:17	4/17/2017 18:17	00:09:52	MEDIC 401
17-4459	4/18/2017 14:37	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/18/2017 14:38	4/18/2017 14:39	4/18/2017 14:43	4/18/2017 15:04	4/18/2017 15:04	4/18/2017 15:04	00:05:47	MEDIC 401
17-4464	4/18/2017 16:53	EMERGENCY SCENE	ST. JOHN TULSA	4/18/2017 16:53	4/18/2017 16:55	4/18/2017 16:59	4/18/2017 17:24	4/18/2017 17:56	4/18/2017 18:52	00:05:52	MEDIC 401
17-4476	4/19/2017 00:27	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/19/2017 00:29	4/19/2017 00:31	4/19/2017 00:50	4/19/2017 01:23	4/19/2017 01:23	4/19/2017 01:23	00:23:09	MUTUAL AID GIVEN
17-4501	4/19/2017 13:47	EMERGENCY SCENE	OSU MEDICAL CENTER	4/19/2017 13:47	4/19/2017 13:49	4/19/2017 13:52	4/19/2017 14:10	4/19/2017 14:33	4/19/2017 14:59	00:04:44	MEDIC 401
17-4504	4/19/2017 14:18	EMERGENCY SCENE		4/19/2017 14:19							MUTUAL AID RECIEVED
17-4513	4/19/2017 18:50	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/19/2017 18:50	4/19/2017 18:54	4/19/2017 18:54	4/19/2017 19:06	4/19/2017 19:06	4/19/2017 19:06	00:04:42	MEDIC 401
17-4540	4/20/2017 12:33	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/20/2017 12:33	4/20/2017 12:35	4/20/2017 12:36	4/20/2017 13:03	4/20/2017 13:03	4/20/2017 13:03	00:03:07	MEDIC 401
17-4561	4/20/2017 20:24	EMERGENCY SCENE	ST. FRANCIS TULSA	4/20/2017 20:24	4/20/2017 20:26	4/20/2017 20:43	4/20/2017 21:06	4/20/2017 21:15	4/20/2017 21:15	00:02:34	MEDIC 401
17-4575	4/21/2017 06:06	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/21/2017 06:06	4/21/2017 06:08	4/21/2017 06:09	4/21/2017 06:32	4/21/2017 06:32	4/21/2017 06:32	00:03:31	MEDIC 401
17-4576	4/21/2017 08:09	EMERGENCY SCENE	ST. FRANCIS TULSA	4/21/2017 08:11	4/21/2017 08:12	4/21/2017 08:12	4/21/2017 08:31	4/21/2017 08:54	4/21/2017 09:09	00:03:16	MEDIC 401
17-4579	4/21/2017 08:55	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/21/2017 08:56	4/21/2017 08:56	4/21/2017 09:05	4/21/2017 09:18	4/21/2017 09:18	4/21/2017 09:18	00:09:59	MEDIC 102
17-4584	4/21/2017 09:40	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/21/2017 09:40	4/21/2017 09:40	4/21/2017 09:45	4/21/2017 10:08	4/21/2017 10:08	4/21/2017 10:08	00:05:02	MEDIC 401
17-4595	4/21/2017 11:18	EMERGENCY SCENE	CANCELLED BY PD OR OTHER SERVICE	4/21/2017 11:19	4/21/2017 11:24	4/21/2017 11:24	4/21/2017 11:25	4/21/2017 11:25	4/21/2017 11:25	00:06:38	MEDIC 401
17-4596	4/21/2017 11:22	EMERGENCY SCENE	ST. FRANCIS TULSA	4/21/2017 11:22	4/21/2017 11:26	4/21/2017 11:30	4/21/2017 11:43	4/21/2017 12:06	4/21/2017 12:18	00:08:43	MEDIC 401
17-4617	4/21/2017 18:59	EMERGENCY SCENE	ST. FRANCIS TULSA	4/21/2017 19:01	4/21/2017 19:01	4/21/2017 19:05	4/21/2017 19:11	4/21/2017 19:34	4/21/2017 19:42	00:05:27	MEDIC 401
17-4618	4/21/2017 19:23	EMERGENCY SCENE	ST. FRANCIS TULSA	4/21/2017 19:23	4/21/2017 19:23	4/21/2017 19:27	4/21/2017 19:43	4/21/2017 20:04	4/21/2017 20:24	00:04:25	MEDIC 102
17-4620	4/21/2017 19:23	EMERGENCY SCENE	ST. FRANCIS TULSA	4/21/2017 19:23	4/21/2017 19:23	4/21/2017 19:27	4/21/2017 19:49	4/21/2017 20:04	4/21/2017 20:24	00:04:25	MEDIC 102
17-4623	4/21/2017 20:42	EMERGENCY SCENE	ST. FRANCIS TULSA	4/21/2017 20:42	4/21/2017 20:42	4/21/2017 20:44	4/21/2017 21:04	4/21/2017 21:26	4/21/2017 21:41	00:01:59	MEDIC 401
17-4626	4/21/2017 22:47	EMERGENCY SCENE	ST. FRANCIS TULSA	4/21/2017 22:48	4/21/2017 22:48	4/21/2017 22:52	4/21/2017 23:14	4/21/2017 23:34	4/21/2017 23:43	00:04:51	MEDIC 401

17-4641	4/22/2017 13:14	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/22/2017 13:15	4/22/2017 13:16	4/22/2017 13:20	4/22/2017 13:39	4/22/2017 13:55	4/22/2017 14:11	00:06:11	MEDIC 401
17-4651	4/22/2017 20:11	EMERGENCY SCENE	ST. JOHN TULSA	4/22/2017 20:11	4/22/2017 20:11	4/22/2017 20:15	4/22/2017 20:28	4/22/2017 20:43	4/22/2017 21:10	00:04:02	MEDIC 401
17-4666	4/23/2017 11:55	EMERGENCY SCENE	ST. FRANCIS TULSA	4/23/2017 11:56	4/23/2017 11:57	4/23/2017 12:03	4/23/2017 12:34	4/23/2017 12:57	4/23/2017 13:14	00:07:17	MEDIC 401
17-4667	4/23/2017 12:10	EMERGENCY SCENE		4/23/2017 12:10							MUTUAL AID RECIEVED
17-4668	4/23/2017 11:55	EMERGENCY SCENE	ST. FRANCIS TULSA	4/23/2017 11:56	4/23/2017 11:57	4/23/2017 12:03	4/23/2017 12:34	4/23/2017 12:57	4/23/2017 13:14	00:07:17	MEDIC 401
17-4669	4/23/2017 12:41	EMERGENCY SCENE	ST. JOHN TULSA	4/23/2017 12:41	4/23/2017 12:42	4/23/2017 12:44	4/23/2017 13:00	4/23/2017 13:23	4/23/2017 13:42	00:03:05	MEDIC 102
17-4670	4/23/2017 13:20	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/23/2017 13:20	4/23/2017 13:21	4/23/2017 13:32	4/23/2017 13:49	4/23/2017 13:49	4/23/2017 13:49	00:11:15	MEDIC 401
17-4677	4/23/2017 16:48	EMERGENCY SCENE	ST. JOHN SAPULPA	4/23/2017 16:48	4/23/2017 16:50	4/23/2017 17:01	4/23/2017 17:17	4/23/2017 17:23	4/23/2017 17:32	00:13:48	MUTUAL AID GIVEN
17-4681	4/23/2017 19:23	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/23/2017 19:24	4/23/2017 19:26	4/23/2017 19:32	4/23/2017 19:55	4/23/2017 19:55	4/23/2017 19:55	00:09:12	MUTUAL AID GIVEN
17-4689	4/24/2017 04:35	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/24/2017 04:36	4/24/2017 04:38	4/24/2017 04:43	4/24/2017 05:12	4/24/2017 05:27	4/24/2017 05:44	00:08:31	MEDIC 401
17-4690	4/24/2017 06:29	EMERGENCY SCENE	ST. FRANCIS TULSA	4/24/2017 06:31	4/24/2017 06:33	4/24/2017 06:37	4/24/2017 06:58	4/24/2017 07:14	4/24/2017 07:49	00:07:33	MEDIC 401
17-4715	4/24/2017 12:30	EMERGENCY SCENE	HILLCREST SOUTH	4/24/2017 12:32	4/24/2017 12:32	4/24/2017 12:34	4/24/2017 12:44	4/24/2017 13:02	4/24/2017 13:18	00:02:07	MEDIC 401
17-4723	4/24/2017 15:30	EMERGENCY SCENE	OSU MEDICAL CENTER	4/24/2017 15:30	4/24/2017 15:30	4/24/2017 15:35	4/24/2017 15:49	4/24/2017 16:18	4/24/2017 16:39	00:04:55	MEDIC 401
17-4734	4/24/2017 20:55	EMERGENCY SCENE	HILLCREST SOUTH	4/24/2017 20:56	4/24/2017 20:56	4/24/2017 21:00	4/24/2017 21:21	4/24/2017 21:40	4/24/2017 21:57	00:05:19	MEDIC 401
17-4739	4/24/2017 23:44	EMERGENCY SCENE	HILLCREST MEDICAL CENTER	4/24/2017 23:46	4/24/2017 23:47	4/24/2017 23:50	4/25/2017 00:18	4/25/2017 00:41	4/25/2017 01:15	00:05:59	MEDIC 401
17-4777	4/25/2017 15:06	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/25/2017 15:07	4/25/2017 15:07	4/25/2017 15:13	4/25/2017 15:36	4/25/2017 15:54	4/25/2017 16:23	00:06:50	MEDIC 401
17-4791	4/26/2017 01:58	EMERGENCY SCENE	SIGNED PATIENT REFUSAL	4/26/2017 01:59	4/26/2017 02:03	4/26/2017 02:09	4/26/2017 02:41	4/26/2017 02:41	4/26/2017 02:41	00:10:38	MEDIC 401
17-4803	4/26/2017 08:34	EMERGENCY SCENE	HILLCREST SOUTH	4/26/2017 08:36	4/26/2017 08:37	4/26/2017 08:44	4/26/2017 09:03	4/26/2017 09:37	4/26/2017 09:52	00:09:29	MEDIC 401
17-4820	4/26/2017 12:13	EMERGENCY SCENE	ST. FRANCIS SOUTH	4/26/2017 12:15	4/26/2017 12:17	4/26/2017 12:21	4/26/2017 12:53	4/26/2017 13:16	4/26/2017 13:41	00:07:53	MEDIC 401
17-4824	4/26/2017 12:44	EMERGENCY SCENE		4/26/2017 12:44							MUTUAL AID RECIEVED

Glenpool Area Emergency Medical Services District

12205 South Yukon Avenue
Glenpool, Oklahoma 74033

To: HONORABLE CHAIRMAN AND TRUSTEES
From: Susan White, District Administrator/Secretary
Date: May 1, 2017
Subject: District Administrator Report

FY 2016 Audit

An auditor for the Oklahoma State Auditor and Inspector began the FY 2016 Audit on Tuesday, April 11. She was able to wrap up her field work in three days. We received a few follow-up questions but anticipate this audit process will be much faster than the last one.

Tulsa County Vendor Bid Lists

Staff met with Linda Dorrell, Tulsa County Purchasing Director to discuss the county's purchasing policy and procedure, as well as the possibility of taking advantage of the county's bids. Since GEMS was formed by an election called by the Tulsa County Board of Commissioners, GEMS has the option to utilize the county's vendor bid lists. This opportunity will expedite the purchasing process as well as maintain statutory requirements. The meeting went very well and we expect our relationship with Tulsa County Purchasing Department will prove very beneficial for GEMS.

**MINUTES
GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
Regular Meeting
April 3, 2017**

The Regular Meeting of the Glenpool Area Emergency Medical Service District was held at Council Chambers, Glenpool City Hall. Trustees present: Tim Fox, Chairman; Momodou Ceesay, Vice Chairman; Patricia Agee and Jacqueline Triplett-Lund. Brandon Kearns was absent.

Staff present: Lowell Peterson, District Legal Counsel; Susan White, District Administrator, Secretary; and Julie Casteen, District Treasurer. Roger Kolman, City Manager, and Brett Copple with Mercy Regional EMS were also present.

- A) **Chairman Fox called the meeting to order at 7:08 p.m.**
- B) **Secretary White called the roll and Chairman Fox declared a quorum present.**
- C) **EMS Report - Brian Cook, Director of Operations, Mercy Regional EMS**
- Brett Copple, Manager presented the report for the period of March 1 to March 21, 2017. Mercy logged 70 calls during that period and maintained a 100% response time compliance.
 - Mercy Regional recently received approval from the State for their sepsis protocol. Mercy shares this distinction with only two other agencies in the state.
 - Mercy is working with Glenpool Fire Department personnel to achieve the best solution for the upcoming emergency communications conversion.
- D) **District Administrator Report - Susan White, Adm., Sec.**
- Ms. White reported that the FY 2014 and FY 2015 audit reports were published following the March Regular meeting. The Report identified four findings, two have already been identified and corrected by staff prior to audit field work.
 - Purchase order receiving reports and claims payable lists will be scheduled regularly for Board approval to enhance internal controls. The first have been scheduled on this agenda.
 - Staff is presently working on annual contract renewals.
- E) **Scheduled Business**
- 1) **Discussion and possible action to approve minutes from March 6, 2017 meeting.**
MOTION: Trustee Lund moved, second by Vice Chairman Ceesay to approve minutes as presented.
FOR: Trustee Lund; Vice Chairman Ceesay; Chairman Fox
AGAINST: None
ABSTAIN: Trustee Agee (Absent March 6, 2017)
ABSENT: Trustee Kearns
Motion carried.
- 2) **Discussion and possible action to approve purchase order(s) and receipts register totaling \$12,000.00.**
Julie Casteen, Treasurer explained that a new procedure has been established to report goods and services received and to request approval for payment. A receiving report and lists of claims were provided to the Board for approval.
MOTION: Trustee Lund moved, second by Trustee Agee to approve purchase order and receipts register as presented.
FOR: Vice Chairman Ceesay; Chairman Fox; Trustee Agee; Trustee Lund
AGAINST: None
ABSENT: Trustee Kearns
Motion carried

3) **Discussion and possible action to recommend to the Tulsa County Board of Commissioners that Trustee Brandon Kearns should be appointed for an additional five-year term beginning June 1, 2017 through May 31, 2022.**

Susan White, District Administrator informed the Board that Trustee Kearns' term will expire May 31, 2017. The Oklahoma Constitution provides for District Board appointments to be made by the Board of County Commissioners. Ms. White asked the Board to consider action to recommend to the Tulsa County Commission to reappoint Mr. Kearns for an additional five-year term. She further informed them that Mr. Kearns had agreed to serve if appointed.

MOTION: Trustee Lund moved, second by Trustee Agee to recommend to the Tulsa County Board of Commissioners that Trustee Brandon Kearns be reappointed for a five-year term beginning June 1, 2017.

FOR: Chairman Fox; Trustee Agee; Trustee Lund; Vice Chairman Ceesay

AGAINST: None

ABSENT: Trustee Kearns

Motion carried

F) **Adjournment.**

- There being no further business, the meeting was adjourned at 7:39 p.m.

Date

ATTEST:

Clerk/Secretary

Chairman

Glenpool Area Emergency Medical Services District

12205 South Yukon Avenue
Glenpool, Oklahoma 74033

Date: May 1, 2017

To: Honorable Chairman and Trustees

From: Susan White, District Administrator

Re: Appointment of Requisitioning and Receiving Officers

Background

During our meeting Ms. Linda Dorrell, Tulsa County Purchasing Director recommended that GEMS should appoint a Requisitioning Officer and a Receiving Officer. The addition of these positions not only enhances internal controls but streamlines the purchasing process. State purchasing law requires Board authorization for all purchases *before* the goods or services can be ordered. By appointing the Requisitioning and Receiving Officers, the Board authorizes said officers to administer state purchasing law as set forth in Title 19 of the Oklahoma Statutes.

Staff Recommendation

Staff recommends the approval of Resolution No. 1700GEMS to appoint the positions of Requisitioning and Receiving Officers.

Attached

Resolution No. 1700GEMS

12205 S. Yukon, Glenpool, OK 74033

Phone: 918-322-5409 Fax: 918-209-4626

*Chairman Tim Fox, Vice-Chairman Momodou Ceesay, Trustees: Patricia Agee, Brandon Kearns
District Administrator Susan White, District Legal Counsel Lowell Peterson*

RESOLUTION NO. 1700GEMS
OF THE GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT
A RESOLUTION AUTHORIZING THE GLENPOOL AREA EMERGENCY MEDICAL
SERVICE DISTRICT TO APPOINT REQUISITIONING AND RECEIVING OFFICERS
AND TO SET AUTHORITY FOR THE POSITIONS.

WHEREAS, to conform with the Oklahoma Purchasing Procedures for Counties, the positions of Requisitioning Officer and Receipting Officer shall be established; and

WHEREAS, to maintain best practices for internal controls and segregation of duties, the positions shall not be filled by the same person; and

WHEREAS, the District Board of Trustees is vested by the Oklahoma Constitution at Art. X, § 9C, and by the Emergency Medical Service District Budget Act with the authority to appoint personnel; and

WHEREAS, the District Board of Trustees deems the District Secretary and the District Treasurer to be most suited to fill the positions of Requisitioning and Receiving Officers.

BE IT THEREFORE RESOLVED by the District Board of Trustees for the Glenpool Area Emergency Medical Service District of Tulsa County, Oklahoma:

- § 1. That the District Secretary shall also serve the District as Requisitioning Officer.
- § 2. That the District Treasurer shall also serve the District as Receiving Officer.
- § 3. That the duly appointed Officers hereby authorized to do and perform any and all such acts, including execution of any and all documents and certificates, as such officers shall deem necessary or advisable, to carry out the purposes and intent of the foregoing resolution.

PASSED AND APPROVED by the Glenpool Area Emergency Medical Service District Board of Trustees this 1st day of May 2017.

Chairman

ATTEST:

Susan White, Secretary

APPROVED AS TO FORM:

Lowell Peterson, Attorney

Memo

To: Honorable Chairman and Trustees
From: Paul Newton, Fire Chief
CC: File
Date: 05/01/17
Re: Cardiac Monitors

Background:

Two years ago, the Fire Department embarked on a mission to improve the level of pre-hospital emergency care provided to our citizens. Since that time, our members have dedicated countless hours to obtaining additional education and advanced levels of certification.

With the addition of Advanced Emergency Medical Technicians, we are further able to bridge the gap between Emergency Medical Responder care and ambulance transport. These technicians are capable of delivering advanced treatment interventions that are instrumental in stabilizing critical patients and are a huge asset to the transport agency when they need additional help.

As we continue to improve these services, we need to acquire equipment that is capable of delivering this expanded care model. It is imperative that this acquisition be compatible with the equipment utilized by the three transporting agencies commonly encountered. (Mercy, EMSA, Creek County)

To that end, staff has conducted reviews of existing products that meet the need for expanding our role while maintaining compatibility as noted. Emphasis was placed on equipment that is robust, designed for extreme duty use by pre-hospital care providers and is intuitive in implementation. It must also mirror the operation of units used by the primary transport agency and share consumable items inventory.

Physio Control's Lifepak series of cardiac monitor/defibrillators are well respected in the industry and meet each of the criteria mentioned above. These units expand our delivery model by allowing first responding firefighters to obtain a multitude of assessment parameters not available to us in the past.

Staff Recommendation:

Purchase Two Physio Control Lifepak 15 cardiac monitor/defibrillators with associated equipment for a price not to exceed \$72,000.00 as quoted.

This expenditure is included in the FY 16-17 Budget, Capital Expenditures, Acct. No. 31-6-01-6333.

Attachments:

Physio Control Product Information

Physio Control Quote 00046464

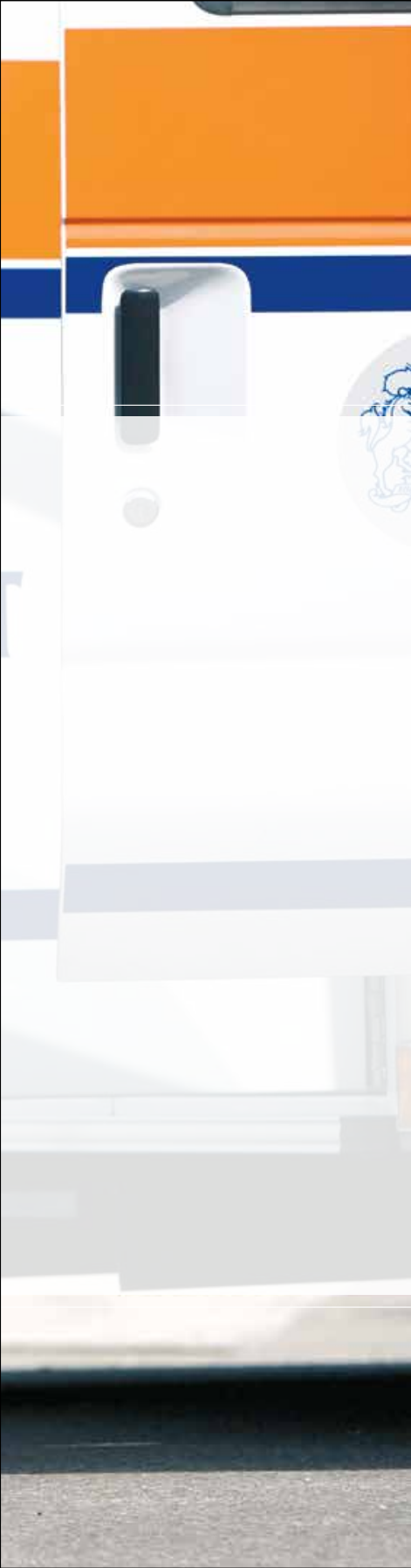


LIFEPAK® 15 MONITOR/DEFIBRILLATOR
For Emergency Medical Services



LIFEPAK 15 MONITOR/DEFIBRILLATOR

When you respond to emergencies,
you need the most advanced monitor/
defibrillator that sets the standard in
innovation, operations and toughness.



The LIFEPAK 15 monitor/defibrillator delivers.

Physio-Control defibrillators have set the standard for six decades, and the latest version of the LIFEPAK® 15 monitor/defibrillator raises the bar. As our most advanced emergency response monitor/defibrillator, the LIFEPAK 15 device balances sophisticated clinical technologies and supreme ease of use in a device that's tough enough to stand up to your most challenging environments. Evolving from its original platform, the 15 features temperature monitoring and external power to complement 360J of energy and 12-lead ECG transmission capability. And that means your team can be even more effective.

A LIFEPAK device never stands on its own—and the LIFEPAK 15 monitor is no different. Physio-Control is committed to providing innovative solutions for emergency response care, from first responders to throughout the hospital.

Our products have helped save tens of thousands of lives. We're proud to continue this work with the features in the LIFEPAK 15 monitor/defibrillator.

LIFEPAK 15 MONITOR/DEFIBRILLATOR

The standard in clinical innovation.

The pioneer in portable defibrillation and monitoring technology, Physio-Control is committed to creating technologies and devices that change the way you provide emergency care. You can see the results in the latest version of the LIFEPAK 15 monitor/defibrillator, which sets the standard in innovation—yet again.



Advanced monitoring parameters

With more monitoring capabilities than any other monitor/defibrillator, the 15 gives you EtCO₂ with continuous waveform capture. Masimo® Rainbow® technology helps you detect hard-to-diagnose conditions and improve patient care with noninvasive monitoring of carbon monoxide, SpO₂ and methemoglobin. In addition, the 15 offers temperature monitoring—and like other data, you can transmit it to other systems, trend it, or display for post-event review in CODE-STAT™ data review software.



Advanced support for treating cardiac patients

The 15 continuously monitors all 12 leads in the background and alerts you to changes using the ST-Segment trend monitoring feature, after acquiring the initial 12-lead. Additionally, STJ values are included on the 12-lead printout to help you identify changes. The 15 also works seamlessly with the web-based LIFEPAK System 5.0, so you can automatically share critical patient data with multiple patient care teams.

Full energy up to 360 joules, for every patient who needs it

The LIFEPAK 15 monitor/defibrillator features 360J biphasic technology, which gives you the option of escalating your energy dose up to 360J for difficult-to-defibrillate patients. Why is this necessary? Recent studies have shown that refrillation is common among VF cardiac arrest patients and that defibrillation of recurring episodes of VF is increasingly difficult. A randomized controlled clinical trial shows the rate of VF termination was higher with an escalating higher energy regimen of 200J and over.¹

Proven CPR guidance and post event review

The CPR Metronome in the LIFEPAK 15 monitor uses audible prompts to guide you without distracting vocal critique. A metronome has been a feature that has been demonstrated to help professionals perform compressions and ventilations within the recommended range of the 2015 AHA Guidelines. Post-event review of CPR data and delivering feedback to the team has been shown to be effective in improving CPR quality in both hospital and out-of-hospital.^{2,3,4} And by transmitting code data directly to CODE-STAT Data Review software, EMS personnel can review CPR statistics and provide training and feedback where it is most needed.

Post-event review of CPR data and delivering feedback to the team has been shown to be effective in improving CPR quality in both hospital and out-of-hospital.^{2,3,4}



LIFEPAK 15 MONITOR/DEFIBRILLATOR





The standard in operational effectiveness.

Flexible, connected and easy to use, the LIFEPAK 15 monitor/defibrillator was designed based on the feedback and needs specific to working in the field.

Dual-mode LCD screen with SunVue™ display

Switch from full-color to high-contrast SunVue mode with a single touch for the best full-glare view in the industry. A large screen (8.4 inches diagonally) and full-color display provide maximum viewability from all angles.

Flexible power options

Choose between external worldwide AC or DC power, or use the latest Lithium-ion dual battery technology for up to six hours of power. The LIFEPAK 15 monitor's two-battery system requires no maintenance or conditioning, and allows you to charge batteries in the device. In addition, you can track the status and service life of your batteries using LIFENET® Asset, part of the LIFENET System data network.

Data connectivity

The 15 collects code summaries and equipment status data along with critical clinical information as you treat patients. Using LIFENET Connect, part of the LIFENET System data network, the code summaries can be sent directly to your quality improvement team for review with CODE-STAT Data Review Software. Your equipment manager can also view equipment status on the LIFENET System 5.0 using LIFENET Asset and alert you to any potential issues.

Upgradable platform

The 15 platform is flexible enough to adapt to evolving protocols and new guidelines, and can be upgraded as you're ready to deliver new capabilities. With more processing power and speed, the 15 is designed to grow as your needs change, helping you avoid costly premature replacements.

Attention to detail

The LIFEPAK 15 monitor is designed based on field feedback to make it a more effective tool. The 15 has a larger handle for easier handoffs, an easy to clean keypad, and a common interface to the LIFEPAK 12 defibrillator/monitor that helps reduce training.

Code summaries can be sent directly to your quality improvement team for review with CODE-STAT Data Review Software.

The standard in toughness.

We believe LIFEPAK equipment should live up to the highest expectations of those working in the harshest settings. The 15 is LIFEPAK TOUGH, with improved ruggedness and durability you can rely on.

Works when dropped, kicked, soaked or dirty

The LIFEPAK 15 monitor/defibrillator passes 30-inch drop tests, which is equal to falling off a cot or dropping it in transit. And with an IP44 rating, it doesn't matter how wet or dirty it gets, so you can keep working in steady wind, rain and other harsh environments.

Toughened inside and out

We heard from emergency response teams that they wanted a tougher device—so we added a shock-absorbing handle, a double-layer screen that can take a beating from doorknobs and cot handles, and redesigned cable connections for confident monitoring and therapy delivery.

Unmatched field service

The unit's self-checking feature alerts our service team if the device needs attention. Our on site maintenance and repair, access to original manufacturer parts, and highly trained, experienced service representatives give you the peace of mind that your LIFEPAK 15 monitor will be ready when you need it.*



Data connectivity



LIFEPAK TOUGH™



Dual-mode LCD screen with SunVue display

** A variety of customized service options are available.*

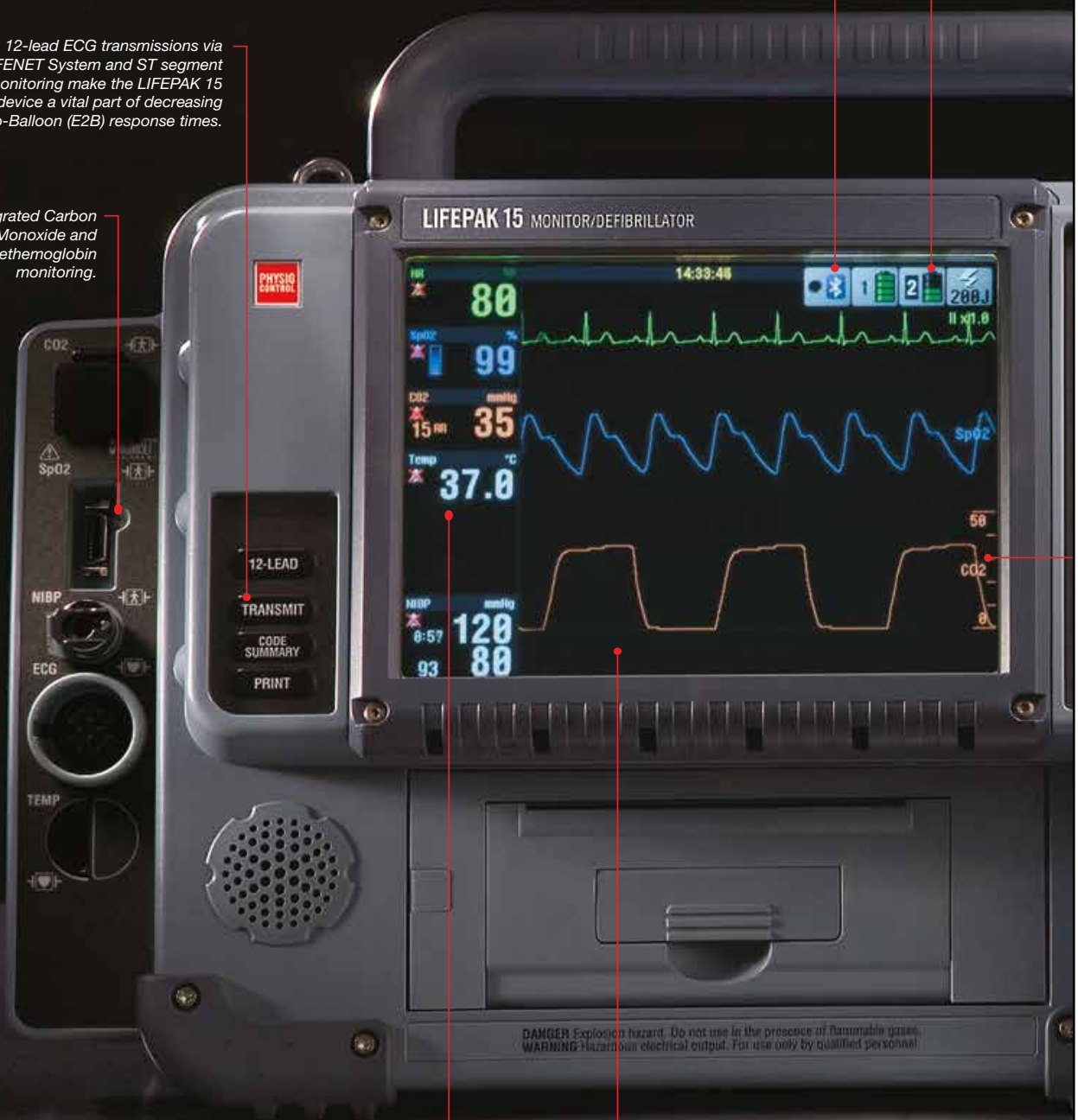
LIFEPAK 15 MONITOR/DEFIBRILLATOR

The latest Lithium-ion battery technology and dual battery system allows for nearly six hour run time, automatic switching between external power and batteries, and an approximate two-year replacement cycle.

Easy one-touch Bluetooth® data transmission.

12-lead ECG transmissions via the LIFENET System and ST segment trend monitoring make the LIFEPAK 15 device a vital part of decreasing EMS-to-Balloon (E2B) response times.

Integrated Carbon Monoxide and Methemoglobin monitoring.



On-screen temperature display in either Celsius or Fahrenheit.

Large screen for better visibility and easy monitoring and one touch to switch from LCD color view to SunVue mode for best viewing in sunlight.

Ergonomically designed handle has built-in shock absorbers for cushion and fits two gloved hands for easy pass off.

CPR Metronome, a proven technology that actively guides users to a consistent compression rate without the need for extra external hardware.

Integrated Oridion EtCO₂ provides waveform ranges as low as 0–20 mmHg to help identify ROSC or gauge CPR quality, consistent with the AHA guidelines.

Redesigned cable connector gives you the confidence for secure therapy delivery.

The LIFEPAK 15 monitor/defibrillator at a glance.

A paramedic with grey hair, wearing a dark uniform with a "NKL" patch, is operating a LIFEPAK 15 monitor/defibrillator. The device is mounted on a gurney, and a patient is lying on it, partially covered by a blue blanket. The scene is set inside an ambulance, with the paramedic's face in profile as he looks at the device's screen. The device has a large screen displaying vital signs and several control buttons and knobs. The background shows the interior of the ambulance, including a window and some equipment.

LIFEPAK 15 MONITOR/DEFIBRILLATOR

For six decades, Physio-Control has been developing technologies and designing devices that are legendary among first response professionals, clinical care providers, and the community.



A legacy of trust.

Since we were founded in 1955, Physio-Control has been giving medical professionals around the world legendary quality and constant innovation. Our LIFEPAK devices have been carried to the top of Mount Everest. They've been launched into orbit on the International Space Station. And you'll find more than half a million units in use today on fire rescue rigs, ambulances, and hospital crash carts worldwide.

We are inspired and informed by the rescuers who choose our products to save lives. The knowledge gained from working with some of the world's largest EMS organizations helps us constantly improve clinical standards and durability.

Today, we continue our legacy of innovation with leading technologies that improve patient care. Our 360J biphasic technology gives patients the best chance at survival. Our secure, web-based flow of ECG data helps improve STEMI patient outcomes. And our carbon monoxide monitoring helps catch the number one cause of poisoning deaths.

From the streets to the emergency room to the administrative office, we offer a powerful suite of solutions that range from code response to quality control analysis. And even as we bring ground-breaking products to the market, some things don't change. As always, when you choose our products, you don't just get a device. You also get the most comprehensive warranty in the business, industry-leading technical service, and a partner with six decades of experience in emergency care.

For more information about the LIFEPAK 15 monitor/defibrillator—and how it can help you do what you do best—please contact your local Physio-Control representative or visit www.physio-control.com.

Physio-Control Family of Products and Services

Defibrillators/Monitors



LIFEPAK CR® Plus Automated External Defibrillator (AED)

Featuring the same advanced technology trusted by emergency medical professionals—yet simple to use—the fully automatic LIFEPAK CR Plus AED is designed specifically for the first person to respond to a victim of sudden cardiac arrest (SCA).



LIFEPAK® 1000 Defibrillator

The LIFEPAK 1000 Defibrillator is a powerful and compact device designed to treat cardiac arrest patients and provide continuous cardiac monitoring capabilities. Built-in flexibility allows the 1000 to be programmed for use by first responders or professionals and enables care providers to change protocols as standards of care evolve.



LIFEPAK® 15 Monitor/Defibrillator

The LIFEPAK 15 monitor/defibrillator is the standard in emergency care for ALS teams who want the most clinically innovative, operationally effective and LIFEPAK TOUGH™ device available today. The 15 offers sophisticated clinical technologies with a rich array of features—like the most powerful escalating energy available (up to 360J), advanced monitoring parameters and a completely upgradable platform.



LIFEPAK® 20e Defibrillator/Monitor with CodeManagement Module™

Clinically advanced and packed with power, the LIFEPAK 20e defibrillator/monitor is highly intuitive for first responders, and also skillfully combines AED function with manual capability so that ACLS-trained clinicians can quickly and easily deliver advanced therapeutic care. The CodeManagement Module adds waveform capnography and wireless connectivity to enhance your hospital's ability to effectively manage resuscitations from preparedness through review.

CPR Assistance



LUCAS® 2 Chest Compression System

Designed to provide effective, consistent and uninterrupted compressions according to AHA Guidelines, LUCAS can be used on adult patients in out-of-hospital and hospital settings.



TrueCPR™ Coaching Device

TrueCPR helps your team optimize their manual CPR performance using simple real-time and post-event feedback on the most critical resuscitation parameters. It accurately measures compression depth through proprietary Triaxial Field Induction technology.

Data Solutions



LIFENET® System

The LIFENET System provides EMS and hospital care teams with reliable, quick access to clinical information through a secure, web-based platform, helping to improve patient care, flow and operational efficiency.

CODE-STAT™ Data Review Software

CODE-STAT data review software is a retrospective analysis tool that provides easy access to data, reports and post-event review.

HealthEMS®

HealthEMS is a remote-hosted field data collection, management and reporting software solution which is proven to help Fire and EMS providers improve patient care and financial performance. HealthEMS creates a two-way information flow which dramatically improves the accuracy and timeliness of information needed to support billing and clinical decision-making.

PulsePoint

PulsePoint Respond alerts CPR-trained bystanders about nearby sudden cardiac arrests in a public area. The app guides the responder to the public location of the incident using a map while also identifying nearby AEDs. Because the PulsePoint solution is integrated into the local dispatch center, alerts are only sent after 911 has been notified.

PulsePoint AED is an app designed to build a comprehensive registry of AEDs available for use during cardiac emergencies. AED submissions are verified by the local agency and then become available within the Respond app.

Support



Physio-Control Service

With a service plan from Physio-Control, you are free to focus on your mission while relying on us to help to ensure the integrity of your lifesaving tools. From emergency repairs to software updates to preventive maintenance, we respond to every service call with speed and expertise so you have the peace of mind to do your job with confidence.

LIFEPAK 15 MONITOR/DEFIBRILLATOR





SPECIFICATIONS

GENERAL

The LIFEPAK 15 monitor/defibrillator has six main operating modes:

AED Mode: for automated ECG analysis and a prompted treatment protocol for patients in cardiac arrest.

Manual Mode: for performing manual defibrillation, synchronized cardioversion, noninvasive pacing, and ECG and vital sign monitoring.

Archive Mode: for accessing stored patient information.

Setup Mode: for changing default settings of the operating functions.

Service Mode: for authorized personnel to perform diagnostic tests and calibrations.

Demo Mode: for simulated waveforms and trend graphs for demonstration purposes.

PHYSICAL CHARACTERISTICS

Weight:

Basic monitor/defibrillator with new roll paper and two batteries installed: 7.9 kg (17.5 lb)

Fully featured monitor/defibrillator with new roll paper and two batteries installed: 8.4 kg (18.5 lb)

Lithium-ion battery: ≤0.6kg (1.3lb)

Accessory Bags and Shoulder Strap: 1.77 kg (3.9 lb)

Standard (hard) Paddles: 0.95 kg (2.1 lb)

Height: 31.7 cm (12.5 in)

Width: 40.1 cm (15.8 in)

Depth: 23.1 cm (9.1 in)

DISPLAY

Size (active viewing area): 212 mm (8.4 in) diagonal; 171 mm (6.7 in) wide x 128 mm (5.0 in) high

Resolution: display type 640 dot x 480 dot color backlit LCD

User Selectable Display Mode: full color or SunVue™ display high contrast

Display: a minimum of 5 seconds of ECG and alphanumeric for values, device instructions, or prompts

Display: up to three waveforms

Waveform Display Sweep Speed: 25 mm/sec for ECG, SpO₂, IP, and 12.5 mm/sec for CO₂

DATA MANAGEMENT

The device captures and stores patient data, events (including waveforms and annotations), and continuous waveform and patient impedance records in internal memory.

The user can select and print reports, and transfer the stored information via supported communication methods.

Report Types:

- Three format types of CODE SUMMARY™ critical event record: short, medium, and long
- 12-lead ECG with STEMI statements
- Continuous Waveform (transfer only)
- Trend Summary
- Vital Sign Summary
- Snapshot

Memory Capacity: Total capacity is 360 minutes of continuous ECG, 90 minutes of continuous data from all channels, or 400 single waveform events.

Maximum memory capacity for a single patient includes up to 200 single waveform reports and 90 minutes of continuous ECG.

COMMUNICATIONS

The device is capable of transferring data records by wired or wireless connection. This device complies with Part 15 of the FCC rules, and its operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Serial Port RS232 communication + 12V available

Limited to devices drawing maximum 0.5 A current

Bluetooth® technology provides short-range wireless communication with other Bluetooth-enabled devices

MONITOR

ECG

ECG is monitored via several cable arrangements:

A 3-wire cable is used for 3-lead ECG monitoring.

A 5-wire cable is used for 7-lead ECG monitoring.

A 10-wire cable is used for 12-lead ECG acquisition. When the chest electrodes are removed, the 10-wire cable functions as a 4-wire cable.

Standard paddles or QUIK-COMBO pacing/defibrillation/ECG electrodes are used for paddles lead monitoring.

Frequency Response:

Monitor: 0.5 to 40 Hz or 1 to 30 Hz

Paddles: 2.5 to 30 Hz

12-lead ECG diagnostic: 0.05 to 150 Hz

Lead Selection:

Leads I, II, III, (3-wire ECG cable)

Leads I, II, III, AVR, AVL, and AVF acquired simultaneously (4-wire ECG cable)

Leads I, II, III, AVR, AVL, AVF, and C lead acquired simultaneously (5-wire ECG cable)

Leads I, II, III, AVR, AVL, AVF, V1, V2, V3, V4, V5, and V6 acquired simultaneously (10-wire ECG cable)

ECG size: 4, 3, 2.5, 2, 1.5, 1, 0.5, 0.25 cm/mV (fixed at 1 cm/mV for 12-lead)

Heart Rate Display:

20–300 bpm digital display

Accuracy: ±4% or ±3 bpm, whichever is greater

QRS Detection Range Duration: 40 to 120 msec

Amplitude: 0.5 to 5.0 m

Common Mode Rejection (CMRR): ECG Leads: 90 dB at 50/60 Hz

SpO₂/SpCO/SpMet

Sensors:

MASIMO® sensors including RAINBOW® sensors

NELLCOR® sensors when used with the MASIMO RED™ MNC adapter

SpO₂

Displayed Saturation Range: “<50” for levels below 50%; 50 to 100%

Saturation Accuracy: 70–100% (0–69% unspecified)

Adults/Pediatrics:

±2 digits (during no motion conditions)

±3 digits (during motion conditions)

Dynamic signal strength bar graph

Pulse tone as SpO₂ pulsations are detected

SpO₂ Update Averaging Rate User selectable: 4, 8, 12 or 16 seconds

SpO₂ Sensitivity User selectable: Normal, High

SpO₂ Measurement: Functional SpO₂ values are displayed and stored

Pulse Rate Range: 25 to 240 bpm

Pulse Rate Accuracy (Adults/Pediatrics):

±3 digits (during no motion conditions)

±5 digits (during motion conditions)

Optional SpO₂ waveform display with autogain control

SpCO*

SpCO Concentration Display Range: 0 to 40%

SpCO Accuracy: ±3 digits

SpMET*

SpMet Saturation Range: 0 to 15.0%

SpMet Display Resolution: 0.1% up to 10%

SpMet Accuracy: ±1 digit

NIBP

Blood Pressure Systolic Pressure Range: 30 to 255 mmHg

Diastolic Pressure Range: 15 to 220 mmHg

Mean Arterial Pressure Range: 20 to 235 mmHg

Units: mmHg

Blood Pressure Accuracy: ±5 mmHg

Blood Pressure Measurement Time: 20 seconds, typical (excluding cuff inflation time)

Pulse Rate Range: 30 to 240 pulses per minute

Pulse Rate Accuracy: ±2 pulses per minute or ±2%, whichever is greater

Operation Features Initial Cuff Pressure: User selectable, 80 to 180 mmHg

Automatic Measurement Time Interval: User selectable, from 2 min to 60 min

Automatic Cuff Deflation Excessive Pressure: If cuff pressure exceeds 290 mmHg

Excessive Time: If measurement time exceeds 120 seconds

CO₂

CO₂ Range: 0 to 99 mmHg (0 to 13.2 kPa)

Units: mmHg, %, or kPa

Respiration Rate Accuracy:

0 to 70 bpm: ±1 bpm

71 to 99 bpm: ±2 bpm

Respiration Rate Range: 0 to 99 breaths/minute

Rise Time: 190 msec

Response Time: 3.3 seconds (includes delay time and rise time)

Initialization Time: 30 seconds (typical), 10–180 seconds

Ambient Pressure: automatically compensated internally

Optional Display: CO₂ pressure waveform

Scale factors: Autoscale, 0–20 mmHg (0–4 Vol%), 0–50 mmHg (0–7 Vol%), 0–100 mmHg (0–14 Vol%)

Invasive Pressure

Transducer Type: Strain-gauge resistive bridge

Transducer Sensitivity: 5µV/V/mmHg

Excitation Voltage: 5 Vdc

Connector: Electro Shield: CXS 3102A 14S-6S

Bandwidth: Digital filtered, DC to 30 Hz (< -3db)

Zero Drift: 1 mmHg/hr without transducer drift

Zero Adjustment: ±150 mmHg including transducer offset

Numeric Accuracy: ±1 mmHg or 2% of reading, whichever is greater, plus transducer error

Pressure Range: -30 to 300 mmHg, in six user selectable ranges

Invasive Pressure Display

Display: IP waveform and numerics

Units: mmHg

Labels: P1 or P2, ART, PA, CVP, ICP, LAP (user selectable)

Temperature

Range: 24.8° to 45.2°C (76.6° to 113.4°F)

Resolution: 0.1°C

Accuracy: ±0.2°C including sensor

Reusable Temperature Cable: 5 foot or 10 foot

Disposable Sensor Types: Surface–Skin; Esophageal/Rectal

Trend

Time Scale: Auto, 30 minutes, 1, 2, 4, or 8 hours

Duration: Up to 8 hours

ST Segment: After initial 12-lead ECG analysis, automatically selects and trends ECG lead with the greatest ST displacement

Display Choice of: HR, PR (SpO₂), PR (NIBP), SpO₂ (%), SpCO (%), SpMet (%), CO₂ (EtCO₂/FiCO₂), RR (CO₂), NIBP, IP1, IP2, ST

ALARMS

Quick Set: Activates alarms for all active vital signs

VF/VT Alarm: Activates continuous (CPSS) monitoring in Manual mode

Apnea Alarm: Occurs when 30 seconds has elapsed since last detected respiration

Heart Rate Alarm Limit Range: Upper, 100–250 bpm; lower, 30–150 bpm

INTERPRETIVE ALGORITHM

12-Lead Interpretive Algorithm: University of Glasgow 12-Lead ECG Analysis Program, includes AMI and STEMI statements

PRINTER

Prints continuous strip of the displayed patient information and reports

Paper Size: 100 mm (3.9 in)

Print Speed: 25 mm/sec or 12.5 mm/sec

Optional: 50 mm/sec time base for 12-lead ECG reports

Delay: 8 seconds

Autoprint: Waveform events print automatically

Frequency Response:

Diagnostic: 0.05 to 150 Hz or 0.05 to 40 Hz

Monitor: 0.67 to 40 Hz or 1 to 30 Hz

DEFIBRILLATOR

Biphasic Waveform: Biphasic Truncated Exponential

The following specifications apply from 25 to 200 ohms, unless otherwise specified:

Energy Accuracy: ± 1 joule or 10% of setting, whichever is greater, into 50 ohms, ± 2 joules or 15% of setting, whichever is greater, into 25–175 ohms.

Voltage Compensation: Active when disposable therapy electrodes are attached. Energy output within $\pm 5\%$ or ± 1 joule, whichever is greater, of 50 ohms value, limited to the available energy which results in the delivery of 360 joules into 50 ohms.

Paddle Options: QUIK-COMBO® pacing/defibrillation/ECG electrodes (standard). Cable Length 8 foot long (2.4 m) QUIK-COMBO cable (not including electrode assembly).

Standard paddles (optional)

Manual Mode

Energy Select: 2, 3, 4, 5, 6, 7, 8, 9, 10, 15, 20, 30, 50, 70, 100, 125, 150, 175, 200, 225, 250, 275, 300, 325, and 360 joules

Charge Time: Charge time to 360 joules in less than 10 seconds, typical

Synchronous Cardioversion: Energy transfer begins within 60 msec of the QRS peak

Paddles Leads OFF Sensing: When using QUIK-COMBO electrodes, the device indicates Paddles Leads OFF if the resistive part of the patient impedance is greater than 300 $\pm 15\%$ ohms, or if the magnitude of the patient impedance is greater than 440 $\pm 15\%$ ohms.

AED Mode

Shock Advisory System™ (SAS): an ECG analysis system that advises the operator if the algorithm detects a shockable or non-shockable ECG rhythm. SAS acquires ECG via therapy electrodes only.

Shock Ready Time: Using a fully charged battery at normal room temperature, the device is ready to shock within 20 seconds if the initial rhythm finding is "SHOCK ADVISED"

Biphasic Output: Energy Shock levels ranging from 150–360 joules with same or greater energy level for each successive shock

cprMAX™ Technology: In AED mode, cprMAX™ technology provides a method of maximizing the CPR time that a patient receives, with the overall goal of improving the rate of survival of patients treated with AEDs.

Setup Options:

– Auto Analyze: Allows for auto analysis. Options are OFF, AFTER 1ST SHOCK

– Initial CPR: Allows the user to be prompted for CPR for a period of time prior to other activity. Options are OFF, ANALYZE FIRST, CPR FIRST

– Initial CPR Time: Time interval for Initial CPR. Options are 15, 30, 45, 60, 90, 120, and 180 seconds.

– Pre-Shock CPR: Allows the user to be prompted for CPR while the device is charging. Options are OFF, 15, 30 seconds.

– Pulse Check: Allows the user to be prompted for a pulse check at various times. Options are ALWAYS, AFTER EVERY SECOND NSA, AFTER EVERY NSA, NEVER

– Stacked Shocks: Allows for CPR after 3 consecutive shocks or after a single shock. Options are OFF, ON

– CPR Time: 1 or 2 User selectable times for CPR. Options are 15, 30, 45, 60, 90, 120, 180 seconds and 30 minutes.

PACER

Pacing Mode: Demand or non-demand rate and current defaults

Pacing Rate: 40 to 170 PPM

Rate Accuracy: $\pm 1.5\%$ over entire range

Output Waveform: Monophasic, truncated exponential current pulse (20 ± 1 ms)

Output Current: 0 to 200 mA

Pause: Pacing pulse frequency reduced by a factor of 4 when activated

Refractory Period: 180 to 280 msec (function of rate)

ENVIRONMENTAL

Unit meets functional requirements during exposure to the following environments unless otherwise stated.

Operating Temperature: 0° to 45°C (32° to 113°F); -20°C (-4°F) for 1 hour after storage at room temperature; 60°C (140°F) for 1 hour after storage at room temperature

Storage Temperature: -20° to 65°C (-4° to 149°F) except therapy electrodes and batteries

Relative Humidity, Operating: 5 to 95%, non-condensing. NIBP: 15 to 95%, non-condensing

Relative Humidity, Storage: 10 to 95%, non-condensing

Atmospheric Pressure, Operating: -382 to 4,572 m (-1,253 to 15,000 ft). NIBP: -152 to 3,048 m (-500 to 10,000 ft)

Water Resistance, Operating: IP44 (dust and splash resistance) per IEC 529 and EN 1789 (without accessories except for 12-lead ECG cable, hard paddles, and battery pack)

Vibration: MIL-STD-810E Method 514.4, Propeller Aircraft - category 4 (figure 514.4-7 spectrum a), Helicopter - category 6 (3.75 Grms), Ground Mobile - category 8 (3.14 Grms), EN 1789: Sinusoidal Sweep, 1 octave/min, 10–150 Hz, ± 0.15 mm/2 g

Shock (drop): 5 drops on each side from 18 inches onto a steel surface EN 1789: 30-inch drop onto each of 6 surfaces

Shock (functional): Meets IEC 60608-2-27 and MIL-STD-810E shock requirements 3 shocks per face at 40 g, 6 ms half-sine pulses

Bump: 1000 bumps at 15 g with pulse duration of 6 msec

Impact, Non-operating: EN 60601-1 0.5 + 0.05 joule impact UL 60601-1 6.78 Nm impact with 2-inch diameter steel ball. Meets IEC62262 protection level IK 04.

EMC: EN 60601-1-2:2006 Medical Equipment - General Requirements for Safety - Collateral Standard: Electromagnetic Compatibility - Requirements and Tests EN 60601-2-4:2003: (Clause 36) Particular Requirements for the Safety of Cardiac Defibrillators and Cardiac Defibrillator-Monitors

Cleaning: Cleaning 20 times with the following: Quaternary ammonium, isopropyl alcohol, hydrogen peroxide

Chemical Resistance: 60 hour exposure to specified chemicals: Betadine (10% Povidone-Iodine solution), Coffee, Cola, Dextrose (5% Glucose solution), Electrode Gel/Paste (98% water, 2% Carbopol 940), HCL (0.5% solution, pH=1), Isopropyl Alcohol, NaCl solution (0.9% solution), Cosmetic discoloration of the paddle well shorting bar shall be allowed following exposure to HCL (0.5% solution).

POWER

Power Adapters: AC or DC

Power Adapters provide operation and battery charging from external AC or DC power

– Full functionality with or without batteries when connected to external AC/DC

– Typical battery charge time while installed in LIFEPAK 15 device is 190 minutes

– Indicators: external power indicator, battery charging indicator

Dual battery: Capability with automatic switching

Low battery indication and message: Low battery fuel gauge indication and low battery message in status area for each battery

Replace battery indication and message: Replace battery fuel gauge indication, audio tones and replace battery message in the status area for each battery. When replace battery is indicated, device auto-switches to second battery. When both batteries reach replace battery condition, a voice prompt instructs user to replace battery.

Battery Capacity For two, new fully-charged batteries, 20°C (68°F)

Operating Mode		Monitoring (minutes)	Pacing (minutes)	Defibrillation (360J discharges)
	Typical	360	340	420
Total Capacity to Shutdown	Minimum	340	320	400
	Typical	21	20	30
Capacity After Low Battery	Minimum	12	10	6

BATTERY

Battery Specifications

Battery Type: Lithium-ion

Weight: ≤ 0.6 kg (1.3 lb)

Charge Time (with fully depleted battery): 4 hours and 15 minutes (typical)

Battery indicators: Each battery has a fuel gauge that indicates its approximate charge. A fuel gauge that shows two or fewer LEDs after a charge cycle indicates that the battery should be replaced.

Charging Temperature Range: 5° to 45°C (41° to 113°F)

Operating Temperature Range: 0° to 45°C (32° to 113°F)

Short Term (<1 week) Storage Temperature Range: -20° to 60°C (-4° to 140°F)

Long Term (>1 week) Storage Temperature Range: 20° to 25°C (68° to 77°F)

Operating and Storage Humidity Range: 5 to 95% relative humidity, non-condensing

REFERENCES

- 1 Stiel I, Walker R, Nesbitt L, et al. Biphasic Trial: A randomized comparison of fixed lower versus escalating higher energy levels for defibrillation in out-of-hospital cardiac arrest. *Circulation*. 2007;115:1511-1517.
- 2 Edelson D, Litzinger B, Arora V, et al. Improving in-hospital cardiac arrest process and outcomes with performance debriefing. *Arch Intern Med*. 2008;168:1063-1069.
- 3 Olasveengen T, Wik L, Kramer-Johansen J, et al. Is CPR quality improving? A retrospective study of out-of-hospital cardiac arrest. *Resuscitation*. 2007;75:260-266.
- 4 Fletcher D, Galloway R, Chamberlain D, et al. Basics in advanced life support: A role for download audit and metronome. *Resuscitation*. 2008;78:127-134.

All claims valid as of December 2014.

For further information please contact your local Physio-Control representative or visit our website at www.physio-control.com



Physio-Control Headquarters
11811 Willows Road NE
Redmond, WA 98052
www.physio-control.com

Customer Support
P. O. Box 97006
Redmond, WA 98073
Toll free 800 442 1142
Fax 800 426 8049

Physio-Control Canada
Physio-Control Canada Sales, Ltd.
7111 Syntex Drive, 3rd Floor
Mississauga, ON
L5N 8C3
Canada
Toll free 800 895 5896
Fax 866 430 6115

 **Physio-Control, Inc.**, 11811 Willows Road NE, Redmond, WA 98052 USA

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GDR 3301019_F



Physio-Control, Inc
11811 Willows Road NE
P.O. Box 97006
Redmond, WA 98073-9706 U.S.A.
www.physio-control.com
tel 800.442.1142
fax 800.732.0956

To Kendall Dykes
Glenpool FD
14536 S. Elwood
Glenpool, OK 74033
(918) 322-2172
glenpoolfd@gmail.com

Quote Number 00046464
Revision # 1
Created Date 7/19/2016
Sales Consultant Todd Shire
(405) 919-5493
FOB Destination
Terms All quotes subject to credit approval and the
following terms and conditions
NET Terms NET 30

Contract NASPO #SW300 v2

Expiration Date 8/19/2016

Quote Number: 00046464

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
11100-000001	Electrode LIFEPATCH ECG , adult, pregelled (3/pkg) 1-99	50.00	1.50	-0.10	1.40	70.00
11100-000002	Electrode LIFEPATCH ECG , adult, pregelled (4/pkg)	75.00	2.00	-0.14	1.86	139.50
11160-000013	NIBP CUFF BAYONET-REUSEABLE,CHILD	2.00	24.00	-3.60	20.40	40.80
11160-000017	NIBP CUFF BAYONET-REUSEABLE,LARGE ADULT	2.00	33.00	-4.95	28.05	56.10
11160-000019	NIBP CUFF BAYONET-REUSEABLE,XL ADULT	2.00	48.00	-7.20	40.80	81.60
11171-000032	Rainbow DCI-DC8, Adult Reuse Sensor, 8 ft	2.00	1,013.00	-151.95	861.05	1,722.10
11171-000033	Rainbow DCP-DC9, Pedi Reuse Sensor, 8 ft	2.00	1,013.00	-151.95	861.05	1,722.10
11220-000028	Carry case top pouch for use w/LIFEPAK 12 or LIFEPAK 15	2.00	54.60	-8.19	46.41	92.82
11240-000016	Strip chart recorder paper, 100mm 2rolls/bx (1-23)	24.00	19.40	-2.91	16.49	395.76
11260-000039	LIFEPAK 15 Carry case back pouch	2.00	79.20	-11.88	67.32	134.64
11577-000002	LIFEPAK 15 Basic carry case w/ right & left pouches. INCLUDED AT NO CHARGE WHEN ORDERED WITH DEVICE: 11577-000001 Shoulder Strap	2.00	309.20	-46.38	262.82	525.64
11577-000011	Mobile Battery Charger - For the LP15	1.00	1,958.30	-373.96	1,584.34	1,584.34
11996-000017	Electrode QUIK-COMBO w/REDI-PAK preconnect	10.00	42.80	-9.03	33.77	337.70
11996-000081	FilterLine Set Adult/Pediatric (box of 25)	2.00	285.60	-42.84	242.76	485.52
11996-000093	Electrode EDGE QUIK-COMBO pediatric RTS	2.00	45.90	-10.51	35.39	70.78
11996-000163	SmartCapnoLine Plus w/O2 delivery - Adult/Intermediate patients>44lbs, 25/box	2.00	357.00	-46.08	310.92	621.84
21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	8.00	453.60	-84.18	369.42	2,955.36
99577-001957	LIFEPAK 15 V4 Monitor/Defib, Adaptive Biphasic, Manual & AED, Color LCD, 100mm Printer, Noninvasive Pacing, Metronome, Trending, SpO2, NIBP, 12-Lead ECG, EtCO2, Carbon Monoxide, Bluetooth INCLUDED AT NO CHARGE: 2 PAIR QUIK-COMBO ELECTRODES PER UNIT - 11996-000091, TEST LOAD - 21330-001365, IN-SERVICE DVD - 21330-001486, SERVICE MANUAL CD- 26500-003612 (one per order) and SHIP KIT (RC Cable) 41577-000288 INCLUDED. HARD PADDLES, BATTERIES AND CARRYING CASE NOT INCLUDED.	2.00	34,960.00	-4,935.73	30,024.27	60,048.54

Subtotal	USD 71,085.14
Estimated Tax	USD 0.00
Estimated Shipping & Handling	USD 0.00

Grand Total	USD 71,085.14
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Pricing Summary Totals	
List Price Total	USD 83,150.70
Total Contract Discounts Amount	USD -12,065.56
Total Discount	USD 0.00
Trade In Discounts	USD 0.00
Tax + S&H	USD 0.00

Quote Number: 00046464

GRAND TOTAL FOR THIS QUOTE

USD 71,085.14

PHYSIO-CONTROL, INC. REQUIRES WRITTEN VERIFICATION OF THIS ORDER. A PURCHASE ORDER IS REQUIRED ON ALL ORDERS \$5,000 OR GREATER BEFORE APPLICABLE FREIGHT AND TAXES. THE UNDERSIGNED IS AUTHORIZED TO ACCEPT THIS ORDER IN ACCORDANCE WITH THE TERMS AND PRICES DENOTED HEREIN.

CUSTOMER APPROVAL (AUTHORIZED SIGNATURE)

NAME

TITLE

DATE

Reference Number BV/99938

General Terms for all Products, Services and Subscriptions.

Physio-Control, Inc. ("Physio") accepts Buyer's order expressly conditioned on Buyer's assent to the terms set forth in this document. Buyer's order and acceptance of any portion of the goods, services or subscriptions shall confirm Buyer's acceptance of these terms. Unless specified otherwise herein, these terms constitute the complete agreement between the parties. Amendments to this document shall be in writing and no prior or subsequent acceptance by Seller of any purchase order, acknowledgment, or other document from Buyer specifying different and/or additional terms shall be effective unless signed by both parties.

Pricing. Prices do not include freight insurance, freight forwarding fees, taxes, duties, import or export permit fees, or any other similar charge of any kind applicable to the goods and services. Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services unless Physio receives a copy of a valid exemption certificate prior to delivery. Discounts may not be combined with other special terms, discounts, and/or promotions.

Payment. Payment for goods and services shall be subject to approval of credit by Physio. Unless otherwise specified by Physio in writing, the entire payment of an invoice is due thirty (30) days after the invoice date for deliveries in the USA, and sight draft or acceptable (confirmed) irrevocable letter of credit is required for sales outside the USA.

Minimum Order Quantity. Physio reserves the right to charge a service fee for any order less than \$200.00.

Patent Indemnity. Physio shall indemnify Buyer and hold it harmless from and against all demands, claims, damages, losses, and expenses, arising out of or resulting, from any action by a third party against Buyer that is based on any claim that the services infringe a United States patent, copyright, or trademark, or violate a trade secret or any other proprietary right of any person or entity. Physio's indemnification obligations hereunder will be subject to (i) receiving prompt written notice of the existence of any claim; (ii) being able to, at its option, control the defense and settlement of such claim (provided that, without obtaining the prior written consent of Buyer, Physio will enter into no settlement involving the admission of wrongdoing); and (iii) receiving full cooperation of Buyer in the defense of any claim.

Limitation of Interest. Through the purchase of Physio products, services, or subscriptions, Buyer does not acquire any interest in any tooling, drawings, design information, computer programming, patents or copyrighted or confidential information related to said products or services, and Buyer expressly agrees not to reverse engineer or decompile such products or related software and information.

Delays. Physio will not be liable for any loss or damage of any kind due to its failure to perform or delays in its performance resulting from an event beyond its reasonable control, including but not limited to, acts of God, labor disputes, the requirements of any governmental authority, war, civil unrest, terrorist acts, delays in manufacture, obtaining any required license or permit, and Physio inability to obtain goods from its usual sources.

Limited Warranty. Physio warrants its products and services in accordance with the terms of the limited warranties located at <http://www.physio-control.com/Documents/>. The remedies provided under such warranties shall be Buyer's sole and exclusive remedies. Physio makes no other warranties, express or implied, including, without limitation, **NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND IN NO EVENT SHALL PHYSIO BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR OTHER DAMAGES.**

Compliance with Confidentiality Laws. Both parties acknowledge their respective obligations to maintain the security and confidentiality of individually identifiable health information and agree to comply with applicable federal and state health information confidentiality laws.

Compliance with Law. The parties agree to comply with any and all laws, rules, regulations, licensing requirements or standards that are now or hereafter promulgated by any local, state, and federal governmental authority/agency or accrediting/administrative body that governs or applies to their respective duties and obligations hereunder.

Regulatory Requirement for Access to Information. In the event 42 USC § 1395x(v)(1)(I) is applicable, Physio shall make available to the Secretary of the United States Department of Health and Human Services, the Comptroller General of the United States General Accounting Office, or any of their duly authorized representatives, a copy of these terms, such books, documents and records as are necessary to certify the nature and extent of the costs of the products and services provided by Physio.

No Debarment. Physio represents and warrants that it and its directors, officers, and employees (i) are not excluded, debarred, or otherwise ineligible to participate in the Federal health care programs as defined in 42 USC § 1320a-7b(f); (ii) have not been convicted of a criminal offense related to the provision of healthcare items or services; and (iii) are not under investigation which may result in Physio being excluded from participation in such programs.

Choice of Law. The rights and obligations of Physio and Buyer related to the purchase and sale of products and services described in this document shall be governed by the laws of the state where Buyer is located. All costs and expenses incurred by the prevailing party related to enforcement of its rights under this document, including reasonable attorney's fees, shall be reimbursed by the other party.

Additional Terms for Purchase and Sale of Products.

In addition to the General Terms above, the following terms apply to all purchases of products from Physio:

Delivery. Unless otherwise specified by Physio in writing, delivery shall be FOB Physio point of shipment and title and risk of loss shall pass to Buyer at that point. Partial deliveries may be made and partial invoices shall be permitted and shall become due in accordance with the payment terms. In the absence of shipping instructions from Buyer, Physio will obtain transportation on Buyer's behalf and for Buyer's account. Delivery dates are approximate. Freight is pre-paid and added to Buyer's invoice. Products are subject to availability.

Inspections and Returns. Within 30 days of receipt of a shipment, Buyer shall notify Physio of any claim for product damage or nonconformity. Physio, at its sole option and discretion, may repair or replace a product to bring it into conformity. Return of any product shall be governed by the Returned Product Policy located at <http://www.physio-control.com/Documents/>. Payment of Physio's invoice is not contingent on immediate correction of nonconformities.

No Resale. Buyer agrees that products purchased hereunder will not be resold to third parties and will not be reshipped to any persons or places prohibited by the laws of the United States of America.

Quote Number: 00046464

Glenpool Area Emergency Medical Service District

12205 South Yukon Avenue
Glenpool, Oklahoma 74033

To: HONORABLE CHAIRMAN AND GEMS DISTRICT BOARD MEMBERS
From: Julie Casteen, District Treasurer
Date: April 26, 2017
Subject: Approval of Purchase Order Receiving Report and Payment Claims as of 4/26/17 totaling \$28,980.12

Background:

A purchase order receiving report and a list of claims to be paid is presented to the Board monthly for approval.

Staff Recommendation:

Staff recommends a motion to accept the PO Receipt Register report dated 4/26/17 and approve the following payments:

PO #	Acct	Description	Vendor	Invoice	Amount
17-06357	31-6-01-6210	April Ambulance Service	Centurion Health Systems	1393	\$12,000.00
17-06343	31-6-01-6225	February City Reimbursement	City of Glenpool	02/28/17	7,935.00
17-06343	31-6-01-6225	March City Reimbursement	City of Glenpool	03/31/17	8,845.00
17-06390	31-6-01-6202	Medical Oxygen	Pace Products of Tulsa	111776	80.12
17-06390	31-6-01-6202	Medical Oxygen	Pace Products of Tulsa	112650	120.00
				Total	\$28,980.12

Attachments:

1. PO Receipt Register dated 4/26/17 totaling \$28,980.12
2. Purchase Order Claims Register dated 4/26/17 totaling \$28,980.12
3. Purchase Orders and Invoices totaling \$28,980.12

4/26/2017 1:08 PM
SEQUENCE: VENDOR NAME (ALPHA)

P O R E C E I P T R E G I S T E R
AUDIT REPORT

PAGE: 1
DETAIL LEVEL: INVOICE

VENDOR	NAME				INVOICE AMOUNT	VENDOR TOTAL
INVOICE		POST DATE	BANK			
01-001267	CENTURION HEALTH SYSTEMS, DBA					12,000.00
1393		4/17/2017	31		12,000.00	
01-000507	CITY OF GLENPOOL					16,780.00
2/28/17		4/26/2017	31		7,935.00	
3/31/17		4/26/2017	31		8,845.00	
01-000450	PACE PRODUCTS OF TULSA					200.12
111776		4/26/2017	31		80.12	
112650		4/26/2017	31		120.00	
TOTALS					28,980.12	28,980.12

4/26/2017 1:13 PM
FUND: 31 - GEMS

PURCHASE ORDER CLAIM REGISTER
SUMMARY REPORT

PAGE: 1

PURCHASE ORDER	DESCRIPTION	VENDOR #	VENDOR NAME	DATE INVOICE	AMOUNT
DEPARTMENT: 01 - NON-DEPARTMENTAL					
17-06390	MEDICAL OXYGEN FY 16-17	01-000450	PACE PRODUCTS OF TULSA	4/2017 111776	80.12
17-06390	MEDICAL OXYGEN FY 16-17	01-000450	PACE PRODUCTS OF TULSA	4/2017 112650	120.00
17-06343	ADMIN FEED GEMS FY 2016-2	01-000507	CITY OF GLENPOOL	4/2017 2/28/17	7,935.00
17-06343	ADMIN FEED GEMS FY 2016-2	01-000507	CITY OF GLENPOOL	4/2017 3/31/17	8,845.00
17-06357	AMBULANCE EMS SVC FY16-17	01-001267	CENTURION HEALTH SYSTEMS, DBA	4/2017 1393	12,000.00
DEPARTMENT TOTAL:					28,980.12
FUND TOTAL:					28,980.12
GRAND TOTAL:					28,980.12

4/26/2017 1:13 PM

PURCHASE ORDER CLAIM REGISTER
G/L RECAP

PAGE: 2

PERIOD	G/L ACCOUNT	NAME	AMOUNT	FUND TOTAL
4/2017	31-6-01-6202	OPERATING SUPPLIES	200.12	
4/2017	31-6-01-6210	AMBULANCE CONTRACT	12,000.00	
4/2017	31-6-01-6225	FIRST RESPONDER/ADMIN FEES	16,780.00	28,980.12
		GRAND TOTAL:		28,980.12

P U R C H A S E O R D E R

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected
PURCHASE ORDER # 17-06357 07/12/2016

ISSUED TO: VEND #: 01-001267
CENTURION HEALTH SYSTEMS,
MERCY REGIONAL OKLAHOMA
9106 N. GARNETT RD.
OWASSO, OK 74055

SHIP TO:
GEMS
14566 S. ELWOOD
GLENPOOL, OK 74033

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.



07/12/2016

PURCHASING OFFICER

DATE

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION.

07/12/2016

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	AMBULANCE EMS SVC FY 16-17 AMBULANCE EMS SVC FY16-17		00018474	31 -6-01-6210		0.00	144,000.00 *

1393 - 12,000.00
April 2017

Partial Payment 12,000.00

** TOTAL ** 144,000.00

*** APPROVAL FOR PURCHASE ***

I HEREBY CERTIFY THAT THE MERCHANDISE AND/OR SERVICES DESCRIBED ABOVE HAVE BEEN SATISFACTORILY RECEIVED AND THAT THIS PURCHASE
ORDER IS NOW A TRUE AND JUST DEBT OF THIS CITY. THIS PURCHASE ORDER IS APPROVED FOR PAYMENT IN THE AMOUNT INDICATED ABOVE.

OFFICER OR DEPARTMENT HEAD IN CHARGE

DATE

62 O.S. SECTION 310.9 AND 74 O.S. SECTION 3109, PROVIDES THAT THE VENDOR'S SUBMISSION OF AN INVOICE OR ACCEPTANCE OF PAYMENT PURSUANT TO THIS PURCHASE CONSTITUTES
A STATEMENT BY THE VENDOR THAT THE INVOICE OR CLAIM IS TRUE AND CORRECT. THE WORK, SERVICES OR MATERIALS AS SHOWN BY THE INVOICE OR CLAIM HAVE BEEN COMPLETED OR
SUPPLIED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE VENDOR, AND THE VENDOR HAS MADE NO PAYMENT, DIRECTLY OR INDIRECTLY, TO
ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THIS STATE OR ANY COUNTY OR POLITICAL SUBDIVISION OF THE STATE OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT.
ANY VENDOR WHO SUBMITS AND INVOICE OR ACCEPTS PAYMENT PURSUANT TO THIS PURCHASE ORDER SHALL BE DEEMED TO ADOPT AND AFFIRM THE STATEMENT CONTAINED IN THIS
PURCHASE ORDER UNLESS THE VENDOR STATES ON THE INVOICE THAT THE STATEMENT IS INCORRECT IN WHOLE OR IN PART; AND THE CITY OF GLENPOOL OR ITS RELATED ENTITIES AS
THEIR INTEREST MAY APPEAR, MAY RECOVER FROM THE VENDOR THE FULL AMOUNT PAID PURSUANT TO THE PURCHASE ORDER IF THE STATEMENT ADOPTED AND AFFIRMED BY THE
VENDOR IS FALSE.

THE VENDOR SHALL FURNISH ITEMIZED INVOICE WHICH STATES THE VENDOR'S NAME AND ADDRESS. A CLEAR DESCRIPTION OF EACH ITEM PURCHASED IT'S PRICE, THE NUMBER OR
VOLUME OF EACH ITEM, ITS TOTAL PRICE, THE TOTAL OF THE PURCHASE, AND DATE OF THE PURCHASE.

Mercy Regional Oklahoma
Owasso, OK 74055
Centurion Health Systems

Invoice

Date	Invoice #
4/14/2017	1393

Bill To
Glenpool City Accounts Payable 12205 S Yukon Ave Glenpool, Ok 74033

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	ALS Ambulance Subsidy for May <i>April 2017</i>  	12,000.00	12,000.00
		Total	\$12,000.00

Phone #	Fax #
9186095800	918-609-5799

P U R C H A S E O R D E R

CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected
PURCHASE ORDER # 17-06343 07/12/2016

ISSUED TO: VEND #: 01-000507
CITY OF GLENPOOL
POOLED CASH ACCT

SHIP TO:
GEMS
14566 S. ELWOOD
GLENPOOL, OK 74033

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.



07/12/2016

PURCHASING OFFICER

DATE

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION. 07/12/2016

ENCUMBERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	ADMIN FEES GEMS FY2016-2017 ADMIN FEED GEMS FY 2016-2017		00018472	31 -6-01-6225		0.00	77,256.00 *

2/28/17 = 7,935.00
3/31/17 = 8,845.00

Partial Payment 16,780.00

** TOTAL ** 77,256.00

*** APPROVAL FOR PURCHASE ***

I HEREBY CERTIFY THAT THE MERCHANDISE AND/OR SERVICES DESCRIBED ABOVE HAVE BEEN SATISFACTORILY RECEIVED AND THAT THIS PURCHASE ORDER IS NOW A TRUE AND JUST DEBT OF THIS CITY. THIS PURCHASE ORDER IS APPROVED FOR PAYMENT IN THE AMOUNT INDICATED ABOVE.

OFFICER OR DEPARTMENT HEAD IN CHARGE

DATE

62 O.S. SECTION 310.9 AND 74 O.S. SECTION 3109, PROVIDES THAT THE VENDOR'S SUBMISSION OF AN INVOICE OR ACCEPTANCE OF PAYMENT PURSUANT TO THIS PURCHASE CONSTITUTES A STATEMENT BY THE VENDOR THAT THE INVOICE OR CLAIM IS TRUE AND CORRECT. THE WORK, SERVICES OR MATERIALS AS SHOWN BY THE INVOICE OR CLAIM HAVE BEEN COMPLETED OR SUPPLIED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE VENDOR, AND THE VENDOR HAS MADE NO PAYMENT, DIRECTLY OR INDIRECTLY, TO ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THIS STATE OR ANY COUNTY OR POLITICAL SUBDIVISION OF THE STATE OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT. ANY VENDOR WHO SUBMITS AND INVOICE OR ACCEPTS PAYMENT PURSUANT TO THIS PURCHASE ORDER SHALL BE DEEMED TO ADOPT AND AFFIRM THE STATEMENT CONTAINED IN THIS PURCHASE ORDER UNLESS THE VENDOR STATES ON THE INVOICE THAT THE STATEMENT IS INCORRECT IN WHOLE OR IN PART; AND THE CITY OF GLENPOOL OR ITS RELATED ENTITIES AS THEIR INTEREST MAY APPEAR, MAY RECOVER FROM THE VENDOR THE FULL AMOUNT PAID PURSUANT TO THE PURCHASE ORDER IF THE STATEMENT ADOPTED AND AFFIRMED BY THE VENDOR IS FALSE.

THE VENDOR SHALL FURNISH ITEMIZED INVOICE WHICH STATES THE VENDOR'S NAME AND ADDRESS. A CLEAR DESCRIPTION OF EACH ITEM PURCHASED IT'S PRICE, THE NUMBER OR VOLUME OF EACH ITEM, ITS TOTAL PRICE, THE TOTAL OF THE PURCHASE, AND DATE OF THE PURCHASE.



INVOICE

CITY OF GLENPOOL
12205 S. YUKON AVE..
GLENPOOL, OK 74033
PHONE (918)322-5409

TREASURER
GEMS-
12205 S YUKON AVE
GLENPOOL OK 74033

Customer Number: 01-0172
Invoice Number: 03-31-17
Invoice Date: 4/10/2017
Due Date: 4/30/2017
P.O. # :

ITEM DESCRIPTION	UNITS	TYPE	PRICE	AMOUNT
GEMS REIMBURSEMENT MAR	N/ A	MONTH	N/ A	8,845.00
95 RUNS @91 = 8,645 ADMIN = 200				
*****THANK YOU*****			TOTAL DUE	\$8,845.00

Julie Casteen

From: Paul Newton
Sent: Monday, April 03, 2017 1:38 PM
To: Julie Casteen
Subject: March Runs

Julie,

Here are the totals for March.

EMS	95
Fire	47
Total	142

Thanks,

Paul Newton, Fire Chief
City of Glenpool
12205 S. Yukon Ave.
Glenpool, OK 74033

(918) 322-2172



INVOICE

CITY OF GLENPOOL
12205 S. YUKON AVE..
GLENPOOL, OK 74033
PHONE (918)322-5409

TREASURER
GEMS -
12205 S YUKON AVE
GLENPOOL OK 74033

Customer Number: 01-0172
Invoice Number: 02-28-17
Invoice Date: 3/28/2017
Due Date: 3/28/2017
P.O. #:

ITEM DESCRIPTION	UNITS	TYPE	PRICE	AMOUNT
GEMS REIMBURSEMENT FEB	N/A	MONTH	N/A	7,935.00
85 EMR RUNS @\$91 = 7,735 ADMIN @ \$200				
*****THANK YOU*****			TOTAL DUE	\$7,935.00

Julie Casteen

From: Paul Newton
Sent: Wednesday, March 08, 2017 2:01 PM
To: Julie Casteen
Subject: Re: February run data

Julie,

Here are the stats for February...

85 - EMS
38 - Fire
123 - Total

Thanks,

From: Julie Casteen
Sent: Wednesday, March 8, 2017 10:05:30 AM
To: Paul Newton
Subject: February run data

Paul, please send me the run stats for February when you have a chance. Thanks,

Julie Casteen
Finance Director
City of Glenpool
12205 S Yukon Ave
Glenpool, OK 74033
918.209.4628 phone
918.209.4626 fax

FY17 GEMS Admin/First Responder Reimbursements
BLANKET PO 17-06343

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total Runs	@ \$91/run
Total Runs	176	142	136	162	142	158	155	123	142	1336	
Fire runs	68	37	46	54	43	66	58	38	47	457	
EMR runs	108	105	90	108	99	92	97	85	95	879	\$ 79,989
EMR Ratio	61%	74%	66%	67%	70%	58%	63%	69%	67%	66%	
Run Rate	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91		
Admin	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 1,800	\$ 1,800
Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 10,028	\$ 9,755	\$ 8,390	\$ 10,028	\$ 9,209	\$ 8,572	\$ 9,027	\$ 7,935	\$ 8,845	\$ 81,789	\$ 81,789

(10,028.00) PAID CHECK 1532 9/13/16
(9,755.00) PAID CHECK 1541 10/4/16
(8,390.00) PAID CHECK 1542 10/6/16
(10,028.00) PAID CHECK 1554 12/9/16
(17,781.00) PAID CHECK 1561 1/5/17
(9,027.00) PAID CHECK 1575 2/13/17

AMOUNT DUE FEB-MARCH **\$ 16,780.00** Blanket PO 17-06343
31-6-01-6225

P U R C H A S E O R D E R
CITY OF GLENPOOL, OK

Email invoices: AP@cityofglenpool.com

Subject line must include PO and Vendor name or emails will be rejected
PURCHASE ORDER # 17-06390 07/14/2016

ISSUED TO: VEND #: 01-000450
PACE PRODUCTS OF TULSA
9513 E 55TH ST, STE B
TULSA, OK 74145

SHIP TO:
GLENPOOL FIRE DEPT.
PUBLIC SAFETY BUILDING
14536 S. ELWOOD AVE
GLENPOOL, OK 74033

I HEREBY APPROVE THE ISSUANCE OF THIS PURCHASE ORDER.



07/14/2016

PURCHASING OFFICER

DATE

I HEREBY CERTIFY THAT THE AMOUNT OF THIS ENCUMBRANCE HAS BEEN
ENTERED AGAINST THE DESIGNATED APPROPRIATION ACCOUNTS AND THAT
THIS ENCUMBRANCE IS WITHIN THE AUTHORIZED AVAILABLE BALANCE OF
SAID APPROPRIATION.

07/14/2016

ENGINEERING OFFICER

DATE

UNITS	DESCRIPTION	INV PART NUMBER	REQUEST	G/L ACCOUNT	PROJ	PRICE	AMOUNT
0.00	MEDICAL OXYGEN FY 16-17 BLANKET FO FY 16-17 INC 450.00-700.00 ** OLD MEMO: BLANKET FO FY 16-17 MEDICAL OXYGEN FY 16-17		00018531	31 -6-01-6202		0.00	1,000.00 *

112650 - 120.00
111776 - 80.12

Partial Payment 200.12
** TOTAL ** 1,000.00

*** APPROVAL FOR PURCHASE ***

I HEREBY CERTIFY THAT THE MERCHANDISE AND/OR SERVICES DESCRIBED ABOVE HAVE BEEN SATISFACTORILY RECEIVED AND THAT THIS PURCHASE
ORDER IS NOW A TRUE AND JUST DEBT OF THIS CITY. THIS PURCHASE ORDER IS APPROVED FOR PAYMENT IN THE AMOUNT INDICATED ABOVE.

OFFICER OR DEPARTMENT HEAD IN CHARGE

DATE

62 O.S. SECTION 310.9 AND 74 O.S. SECTION 3109, PROVIDES THAT THE VENDOR'S SUBMISSION OF AN INVOICE OR ACCEPTANCE OF PAYMENT PURSUANT TO THIS PURCHASE CONSTITUTES
A STATEMENT BY THE VENDOR THAT THE INVOICE OR CLAIM IS TRUE AND CORRECT. THE WORK, SERVICES OR MATERIALS AS SHOWN BY THE INVOICE OR CLAIM HAVE BEEN COMPLETED OR
SUPPLIED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE VENDOR, AND THE VENDOR HAS MADE NO PAYMENT, DIRECTLY OR INDIRECTLY, TO
ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THIS STATE OR ANY COUNTY OR POLITICAL SUBDIVISION OF THE STATE OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT.
ANY VENDOR WHO SUBMITS AND INVOICE OR ACCEPTS PAYMENT PURSUANT TO THIS PURCHASE ORDER SHALL BE DEEMED TO ADOPT AND AFFIRM THE STATEMENT CONTAINED IN THIS
PURCHASE ORDER UNLESS THE VENDOR STATES ON THE INVOICE THAT THE STATEMENT IS INCORRECT IN WHOLE OR IN PART; AND THE CITY OF GLENPOOL OR ITS RELATED ENTITIES AS
THEIR INTEREST MAY APPEAR, MAY RECOVER FROM THE VENDOR THE FULL AMOUNT PAID PURSUANT TO THE PURCHASE ORDER IF THE STATEMENT ADOPTED AND AFFIRMED BY THE
VENDOR IS FALSE.

THE VENDOR SHALL FURNISH ITEMIZED INVOICE WHICH STATES THE VENDOR'S NAME AND ADDRESS. A CLEAR DESCRIPTION OF EACH ITEM PURCHASED IT'S PRICE, THE NUMBER OR
VOLUME OF EACH ITEM, ITS TOTAL PRICE, THE TOTAL OF THE PURCHASE, AND DATE OF THE PURCHASE.

PACE Products of Tulsa

9513 E. 55th St., Ste., B
Tulsa, OK 74145
Phone: (918) 663-0555
Fax: (918) 665-6434

Rental Invoice

Invoice No
APR RENT 2017 112650

Sold To:
CITY OF GLENPOOL FIRE DEPT.
FIRE DEPT ATT PAUL NEWTON
12205 S. YUKON AVE.
GLENPOOL, OK 74033

Ship to:
CITY OF GLENPOOL FIRE DEPT.
FIRE DEPT ATT PAUL NEWTON
12205 S. YUKON AVE.
GLENPOOL, OK 74033

Date: Apr 6, 2017

Customer ID: CIT001

PO NUMBER

Due Date: Apr 6, 2017

Shipped Via: U.S. Mail. (With Monthly Statement)

In Possession Of	Discription	Unit Price	Extension
2	THIS IS YOUR YEARLY CYLINDER RENTAL! FOR: 2 ADDITIONAL D SIZE OXY/USP	60.00	120.00

RECEIVED
APR 25 2017
BY
A/P-FIN. GLENPOOL

THIS IS YOUR CYLINDER RENTAL INVOICE:
Rental is determined by number of cylinders in possession at end of Month.
Any cylinders over the contracted agreement are billed accordingly.

Received By: _____

Cylinders remain the property of Pace Products. Customer owned cylinders on record. Rental Cylinders by Contract. Loaned Cylinders by Contract. Prices reflect the purchase of product only. Terms are noted on invoice. Late Fee's applied to all past due invoices: 18% APR with a \$2 minimum, calculated end of month ending balance. Any credit used must be applied to the same account the credit was issued. Cylinders, safety caps, etc. are the responsibility of the customer while in use. All Pace Products' property must remain at location of delivery. To relocate or report problems contact Pace Products of Tulsa, Inc. at (918) 663-0555.

Subtotal	120.00
Sales Tax	
Invoice Amount	120.00
Payment Received	0.00
Ck #:	_____
TOTAL	120.00

PACE Products of Tulsa

Invoice

9513 E. 55th St., Ste., B
Tulsa, OK 74145
Phone: (918) 663-0555
Fax: (918) 665-8434

NO. 111776
Date: Apr 12, 2017
PO #

Sold To:
CITY OF GLENPOOL FIRE DEPT.
FIRE DEPT ATT PAUL NEWTON
12205 S. YUKON AVE.
GLENPOOL OK 74033

Ship to:
CITY OF GLENPOOL FIRE DEPT.
FIRE DEPT ATT PAUL NEWTON
12205 S. YUKON AVE.
GLENPOOL OK 74033

Phone: 918-322-2172

Customer ID: CIT001

Ship Date: Apr 12, 2017

Due Date: Apr 12, 2017

Terms: C.O.D.

Shipped Via: Pace Delivery

Driver:

Time:

Ordered	Returned	Product Description	Unit Price	Extension
---------	----------	---------------------	------------	-----------

4

(4)

OXYGEN/USP-D10SCF Cylinder Serial No:
No: Psi:

Lot

15.03

60.12

BV219K-321- NA

1

DELIVERY CHARGE

20.00

20.00

BV21974-034-

BW031328-337-

P241466-321-

RECEIVED
APR 25 2017
BY
A/P-FIN. GLENPOOL

NORMAL DELIVERY-Please allow 24-72 hours for delivery after placing order. All orders are sent to dispatch immediately after called in. Occasionally you may receive an order on the same day. See same day emergency service for guaranteed delivery. Please call early to avoid service disruption and outages.

SAME DAY/EMERGENCY SERVICE-Delivery guaranteed for same day delivery.
\$25.00 Hotshot Fee + Delivery. Some restrictions apply. After Hours Fee
\$50.00 + Delivery.

Subtotal 80.12

Sales Tax

Invoice Amount 80.12

Payment Received 0.00

Chk #:

TOTAL 80.12

Cylinders remain the property of Pace Products. Customer owned cylinders on record.
Rental Cylinders by Contract. Loaned Cylinders by Contract. Prices reflect the purchase of
product only. Terms are noted on invoice. Finance charges applied to all past due
invoices. 18% APR with a \$2 minimum, calculated end of month ending balance. Any
credit used must be applied to the same account the credit was issued. Cylinders, safety
tags, etc. are the responsibility of the customer while in use. All Pace Products property
must remain at location of delivery. To relocate or report problems contact Pace Products
of Tulsa, Inc. at (918) 663-0555.

Received By:

[Signature]

NOTICE: Please pay from Invoice. Statements will only be mailed upon request,
with Rental Invoice or Maintenance Invoice, or when account becomes
delinquent.

Your Monthly Statement

NDI DBA PACE PRODUCTS OF TULSA
9513 E. 55th St. Ste. B
Tulsa, OK 74145

918-663-0555

from
Pace Products

Statement Date:
Apr 12, 2017

Serving Tulsa Since 1988

Account Of: CIT001

CITY OF GLENPOOL FIRE DEPT.
FIRE DEPT ATT PAUL NEWTON
12205 S. YUKON AVE.
GLENPOOL, OK 74033

Shipped To:

CITY OF GLENPOOL FIRE DEPT.
FIRE DEPT ATT PAUL NEWTON
12205 S. YUKON AVE.
GLENPOOL, OK 74033

Thanks for your business. To report problems, 663-0555

Date	Date Due	Reference	Paid	Description	Amount	Balance
4/6/17	4/6/17	APR RENT 2017 112650			120.00	120.00
4/12/17	4/12/17	111776			80.12	200.12

RECEIVED
APR 25 2017
BY
A/P-FIN. GLENPOOL

NOTICE: PACE PRODUCTS can now accept MASTERCARD and VISA.
Please call 918-663-0555 for those transactions.

Total 200.12

0 - 30	31 - 60	61 - 90	Over 90 days
200.12	0.00	0.00	0.00

Glenpool Area Emergency Medical Service District

12205 South Yukon Avenue
Glenpool, Oklahoma 74033

To: HONORABLE CHAIRMAN AND GEMS DISTRICT BOARD MEMBERS
From: Julie Casteen, District Treasurer
Date: April 26, 2017
Subject: FY-2017 Estimate of Needs Engagement Letter

Background:

Pursuant to 68 O.S. §3002, the Glenpool Area Emergency Medical Service District (GEMS) is required to prepare an annual Estimate of Needs and submit it to the Tulsa County Excise Board by August 17 each year. This Estimate of Needs must be prepared on forms prescribed by the Oklahoma State Auditor and Inspector, and requires an independent Accountant's review.

Staff Recommendation:

Staff recommends a motion to accept the FY-2017 Estimate of Needs engagement letter from Arledge & Associates, and direct the Chairman to sign the letter on behalf of the Board, and the District Treasurer to sign the letter on behalf of Management.

Attachments:

1. FY-2017 Estimate of Needs Engagement Letter



FY-2017 ESTIMATE OF NEEDS

April 14, 2017

To the Honorable Board of Trustees
Glenpool Area Emergency Medical Service District
Tulsa County, Oklahoma

We are pleased to confirm our understanding of the services we are to provide for the Glenpool Area Emergency Medical Service District of Tulsa County, Oklahoma for the year ended June 30, 2017.

We will prepare the sinking fund financial schedules of the Glenpool Area Emergency Medical Service District of Tulsa County, Oklahoma as of and for the year ended June 30, 2017 and the estimate of needs for the fiscal year ending June 30, 2018, and perform a compilation engagement with respect to those schedules.

Our Responsibilities

The objective of our engagement is to:

- 1) Prepare financial statements in accordance with the format prescribed by the Oklahoma State Auditor and Inspector (SA&I), pursuant to 68 O.S. §300.B and as promulgated by 68 O.S. §3009-3011, based on information provided by you and in accordance with the modified cash basis of accounting, and
- 2) Apply accounting and financial reporting expertise to assist you in the presentation of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for them to be in accordance with the format prescribed by the SA&I, pursuant to 68 O.S. §300.B and as promulgated by 68 O.S. §3009-301, and the modified cash basis of accounting.

We will conduct our compilation engagement in accordance with the Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants (AICPA) and comply with applicable professional standards, including the AICPA's *Code of Professional Conduct* and its ethical principles of integrity, objectivity, professional competence, and due care, when performing the compilation engagement.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion nor provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Your Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to prepare sinking fund schedules and Estimate of Needs in accordance with the format prescribed by the Office of the SA&I of the State of Oklahoma in accordance with the modified cash basis of accounting and assist you in the presentation of the schedules in accordance with the requirements of the SA&I of the State of Oklahoma and modified cash basis.

You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARS:

- 1) The selection of the format prescribed by SA&I and the modified cash basis as the financial reporting framework to be applied in the preparation of the schedules.
- 2) The preparation and fair presentation of the financial schedules in accordance with the format prescribed by the Office of the SA&I of the State of Oklahoma and the modified cash basis.
- 3) The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial schedules.
- 4) The prevention and detection of fraud.
- 5) To ensure that the City complies with the laws and regulations applicable to its activities.
- 6) The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- 7) To provide us with—
 - access to all information of which you are aware is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters,
 - additional information that we may request from you for the purpose of the compilation engagement.
 - unrestricted access to persons within the City of whom we determine it necessary to make inquiries.

You are also responsible for all management decisions and responsibilities and for designating an individual with suitable skills, knowledge, and experience to oversee our services. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

Our Report

As part of our engagement, we will issue a report that will state that we did not audit or review the sinking fund schedules and estimate of needs and that, accordingly, we do not express an opinion, a conclusion, or provide any assurance on them. If, for any reason, we are unable to complete the compilation of your schedules, we will not issue a report on such schedules as a result of this engagement.

Our report will disclose that the financial statements are presented in a prescribed form in accordance with the format prescribed by the Office of the SA&I of the State of Oklahoma and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

You agree to include our accountant's compilation report in any document containing the schedules that indicates we have performed a compilation engagement on such schedules and, prior to inclusion to the report, to ask our permission to do so.

Other Relevant Information

LaDonna Sinning, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

To ensure that Arledge & Associates, P.C.'s independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fees for these services are included in the FY-2017 Audit Engagement Letter, dated April 14, 2017.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you acknowledge and agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Arledge & Associates, P.C.

Arledge & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Glenpool, Oklahoma.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____