



GRANT COUNTY FIRE DISTRICT 7 OFFICE ADMINISTRATOR REPORT

The recent audit meeting went well. We are currently working on a payment plan, which as of now is set at \$3,380.13 per month for six months, pending receipt of the final bill. The auditors noted that I've been responsive and timely in providing requested documentation, which they appreciated.

I also had a follow-up meeting with Luke regarding lease documentation. Per their recommendations, I've updated both the lease records and associated notes. While the process is still ongoing, it feels like we're approaching completion.

April Stucky reached out to invite me to a Records Retention class scheduled for October 22, which she is hosting. I confirmed my attendance (it appears to be free of charge). Additionally, the AG's office is offering a Public Records Act Boot Camp on October 23–24, and I've expressed interest in attending that as well.

On the operations side, one of our student EMTs is nearly ready to take the practical exam. I'll be booking hotel accommodations for them once they complete the required online coursework. I've also submitted the necessary paperwork to the county for our newest EMT so they can begin taking stipend shifts.

The county has recently undergone some staffing changes, and as a result, we have not received the monthly expense and revenue reports since June. I've reached out to the office to request those reports.

I'm also in the process of trying to update our BARS codes and plan to consult with District 3 for guidance and support. In addition, I'll be working on the District's Quarter 3 reports, including filings for L&I, ESD, Form 941, and PFML/WACares. SPRINGBROOK RALLY is being held in Spokane Feb 11-12. Davenport hotel.

a) CASH BALANCE:

GENERAL: \$
RESERVE: \$
EMS: \$
DEPOSITS: \$

b) EMS BILLING:

Total billed for August: \$44,979.40
Total payments received for August: \$22,457.68
Adjustments by level of Service total: 38,755.30
Ending Balance: \$141,332.00

d) RESTITUTION: