



## Tri-Town Emergency Medical Service

247 Pembroke St, Pembroke NH 03275-0219  
Emergency: 9-1-1 Bus: 485-4411 Fax: 485-5534  
*Serving – Allenstown - Pembroke*

### Joint Board of Tri-Town Emergency Medical Services

Wednesday, 6:30<sup>1</sup> PM, May 13th, 2015  
Pembroke Town Hall

#### AGENDA<sup>2</sup>

- Approve minutes of previous meeting(s).
- Approve expenditures.
- Approval of purchase orders.
- Consider adoption of new policies
  - General Vehicle Operations
  - Revise Collections, Insurance Denials and Hardship Cases
  - Payroll Procedures Policy
  - Utilization of Fuel Cards
  - Utilization of Training Funds
  - Accounts Receivable
  - Administrative Hearings Procedures
- Discuss ComStar revenue report.
- Director's Report.

#### NOTICES REGARDING THE CONDUCT OF THE MEETING.

- Meetings may be electronically recorded in any manner for the purpose of preparing written minutes. A record of the meeting is available for public inspection not later than five (5) business days after the meeting, as required by RSA 91-A:2, II. Minutes are ordinarily approved at the next Regular Meeting of the Board.

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<sup>1</sup> Any time noted on an agenda is approximate only, and may not reasonably create an expectation that an item will be reached at that time. Items are normally taken up in the order in which they appear unless modified by the Board. New business is not considered after 7:30 p.m.

<sup>2</sup> The Board reserves the right to hold any non-public session during the Regular Meeting, whether noted on the Agenda or not. Notice of a non-public session on an agenda is for planning purposes only. The citations to the Right-to-Know Law, set out at NH RSA 91-A, are provisional and may be revised as circumstances require.

- If you require accommodations under the Americans with Disabilities Act of 1990 (as amended), please contact the Director by telephone (603-485-4411) or email ([smulholland@allentownnh.gov](mailto:smulholland@allentownnh.gov)).