

MINUTES
CITY OF LOS ANGELES
EMERGENCY MEETING
OF THE
BOARD OF REVIEW

Wednesday, December 21, 2011

9:00 a.m.

200 North Main Street, Room 350C
Los Angeles, CA 90012

MEMBERS: Shane Min, Chair
Jan Zatorski
Jeffery Whitmore

1. **Approval of the Minutes of October 26, 2011**

ACTION: The Board unanimously approved the Minutes of October 26, 2011.

2. **Board of Review**

Review procedure revisions for the Health Insurance Portability and Accountability Act (HIPAA) related write-offs.

ACTION: The Board unanimously accepted Office of Finance's revised procedures to review uncollectable accounts that are regulated by HIPAA.

3. **Los Angeles Fire Department**

a. December 7, 2011 report requesting write-off of 92,403 uncollectible (emergency ambulance services charges) accounts receivable totaling \$37,335,282.29 representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write-off request from LAFD to remove from its active accounts receivable 92,403 uncollectible (emergency ambulance services charges) totaling \$37,335,282.29 representing invoice amounts less than \$5,000. Based on the Board's findings, LAFD will provide the Board with a follow up report of the accounts written off by LAFD.

- b. September 21, 2011 report requesting write-off of 148,174 uncollectible (emergency ambulance services charges) accounts receivable totaling \$107,649,033.12 representing invoice amounts less than \$5,000.

ACTION: The Board unanimously approved the write-off request from LAFD to remove from its active accounts receivable 148,174 uncollectible (emergency ambulance services charges) totaling \$107,649,033.12 representing invoice amounts less than \$5,000. Based on the Board's findings, LAFD will provide the Board with a follow up report of the accounts written off by LAFD.

4) Public Comments

None

5) Next Meeting

Next scheduled meeting of the Board of Review will be held on Wednesday, January 25, 2012.

6) Adjourned

9:41 a.m.