

Jordan Valley Emergency Medical Services Authority  
Monthly Meeting  
July 21, 2021

Meeting called to order at 6:00p.m. by Julie Waterman.

Present: Daniel Thomas (South Arm Township), Alan Petrie (Echo Township), Kevin King (Jordan Township), Julie Waterman (Banks Township), Meghan Meyer (JVEMSA EMS Director), Kim Brooks (Staff)

Absent: Todd Sorenson (Wilson Township), Tom Reid (City of East Jordan)

Audience: None

Invocation was given by Meghan Meyer.

**Approval of Agenda:**

King made a motion to approve the agenda. Support by Petrie. Passed all ayes.

Roll call vote:

Thomas: Aye

Petrie: Aye

King: Aye

Waterman: Aye

Nayes: None

Absent: Sorenson, Reid

Motion passed.

**Approval of Past Minutes:**

Petrie made a motion to approve the minutes from the June 16, 2021 Board Meeting. Support by Thomas. Passed all ayes.

Roll call vote:

Thomas: Aye

Petrie: Aye

King: Aye

Waterman: Aye

Nayes: None

Absent: Sorenson, Reid

Motion passed.

**Treasurer's Report:**

King made a motion to approve the Treasurer's Report from June 2021. Support by Thomas. Passed all ayes.

Roll call vote:

Thomas: Aye

Petrie: Aye

King: Aye

Waterman: Aye

Nayes: None

Absent: Sorenson, Reid

Motion passed.

Jordan Valley EMS Authority Board reviewed all the data from the Treasurer's Report from July 2021. There were no comments.

**Accountant's Report:**

Thomas made a motion to approve the Accountant's Report for June 2021. Support by Petrie. Passed all ayes.

Roll call vote:

Thomas: Aye

Petrie: Aye

King: Aye

Waterman: Aye

Nayes: None

Absent: Sorenson, Reid

Motion passed.

Jordan Valley EMS Authority Board reviewed all the data from the June 2021 Accountant's Report. There were no comments.

**Operations Report:**

Jordan Valley EMS Authority Board reviewed all the data from June 2021 Operation Reports. There were no comments.

**Presentations/Ceremonial Items-** Jay Peck arrived

**Citizen Comment (for items not on the agenda, limit of three minutes per person):** No comments

**Old Business:**

**Ford F450: Authority board reviewed the proposal from Tax- exempt leasing Corp. The board agreed to a 4-year monthly payment program.** Thomas made a motion for Director Meyer to sign and approve all documents from Tax-Exempt Leasing Corporation approving the 4-year loan. Petrie supported.

Roll call vote:

Thomas: Aye

Petrie: Aye

King: Aye

Waterman: Aye

Nays: None

Absent: Sorenson, Reid

Motion passed.

**Eveline Township:** Jordan Valley EMS Authority Board reviewed Eveline Township map. Jay Peck joined the meeting representing Eveline Township. Peck discussed the history of EMS and Fire service borders.

**New Business**

**\*Membership Program-** Director Meyer shared a report with the Authority Board about the membership programs in neighboring communities; the Assure Program in Emmet county and the program installed by Cheboygan Life Support services. Research regarding a program for Jordan Valley will commence and more information about installing a program will be presented in the near future.

**\*Jay's retirement, cell phone –**Waterman made motion to authorize Director Meyer to sign an agreement with Jay Peck to pay for his Verizon cell phone up to \$75 per month until he reaches age 65, in lieu of a \$75.00 monthly stipend for health insurance as provided in the Personnel Handbook in effect on July 1, 2021, with the provision that this agreement shall not be a precedent for any other Authority employee. King supported.

Roll call vote:

Thomas: Aye

Petrie: Aye

King: Aye

Waterman: Aye

Nayes: None  
Absent: Sorenson, Reid

Motion passed.

**\*Revised Handbook-** A revised copy of the Employee Handbook was presented to the Authority Board. It was decided that the Board would make a decision to approve the 33 page document and Acknowledgement form at the next meeting in order to have time to review it thoroughly.

**Citizen Comment (for items not on the agenda, limit of three minutes per person):** Jay Peck commented on the retirement event that the Authority helped host for him last week and extended his thanks.

**EMS Director Report:**

Director Meyer reported to the Authority board the change in staffing; Kimberly Brooks has been hired as the Billing Office Manager, Michelle Whiteford accepted a job offer for another position that better suited her family .

Meyer mentioned coordinating an EMT class in September, and that the students from the last class are testing; three have passed and are on the roster.

**Committee Reports:**

**Executive Committee:** The meeting covered all of the matters discussed in the Executive Committee meeting.

**Authority Board Member Comments:** Julie Waterman asked Director Meyer to thank Michelle Whiteford for her service.

King made a motion to adjourn. Support by Thomas.

Waterman adjourned the meeting at 7:18 p.m.

  
Submitted by: Kimberly Brooks, Staff

  
Kevin King, Authority Secretary