

Jordan Valley Emergency Medical Services Authority
Monthly Meeting
October 21, 2015

Meeting called to order at 5:00 pm by Vice President Meads.

Present: Cody Randall (Banks Township), John Doebel (City of East Jordan), Alan Petrie (Echo Township), Bob Draves (South Arm Township), Brian Meads (Jordan Township), Jay Peck (Staff), Karen Watkins (Staff)

Absent: Todd Sorenson (Wilson Township)

Pledge of Allegiance was led by Vice President Meads.

Invocation offered by Vice President Meads.

Brian Meads made a motion to approve the agenda. Support by Cody Randall. Passed all ayes.

Alan Petrie made a motion to approve the minutes from the September 22, 2015 special meeting. Support by John Doebel. Passed all ayes.

Treasurer's Report:

John Doebel made a motion to approve the treasurer's report. Support by Brian Meads. Passed all ayes.

Accountant's Report:

John Doebel made a motion to approve the accountant's report and approve paid bills. Support by Bob Draves.

Roll call vote:

Doebel: aye

Draves: aye

Randall: aye

Petrie: aye

Meads: aye

Nayes: none

Absent: Sorenson

Motion passed.

Approved: 11/18/2015

Bob Draves made a motion to request that Bob Hoffman attend the next board meeting so that the board can meet him. Support by John Doebel. Passed all ayes. Jay was directed to contact Bob Hoffman and let him know of the board's request.

Citizen Comment:

No citizen comment

Committee Reports:

Jay will be covering most of what the executive committee has been discussing in his report. The more urgent things that need to be talked about are the new budget and the millage language. Administrative policies also need to be addressed. Bob Draves stated that a wage and benefit study needs to be done for not only the full time employees but also for the volunteers. Also, the board needs to meet the crew.

Old Business:

Administrative Policies

Executive committee is still working on these. A draft has been done and should be ready to go before the board soon.

Millage Election:

At the meeting in August the board members were asked to go back to their individual boards to get their thoughts on how the millage should be presented, as 1 item or as 2 separate ballot items. Alan stated that Echo Township is supportive but believes it should be presented as 2 separate millages, 1 for the renewal and 1 for the sinking fund. Bob stated that South Arm feels the same way. John stated that the City was hesitant at adding the second sinking fund millage. Cody was unsure as to how Banks felt; he had spoken with Tom Mann but had not heard back from him yet. Brian stated that John and Cody needed to get with their respective boards and report back at the next board meeting. The consensus from the township boards was that the millage should be for at least 4 years

New Business:

Charlevoix State Bank Resolution:

John Doebel made a motion to accept the Charlevoix State Bank Corporate Authorization Resolution to add Bob Hoffman to the operating account contingent upon receipt of his confirmation that he will abide by his accepted proposal and will be effective October 23, 2015. Support by Brian Meads.

Approved: 11/18/2015

Roll call vote:

Doebel: aye

Draves: aye

Randall: aye

Petrie: aye

Meads: aye

Nayes: none

Absent: Sorenson

Motion passed.

Handbook Change:

The change in the handbook is to address the voluntary termination notice. The current policy is based a 5 day work week and EMS is a 7 day work week. The new notice reflects this by notice being 14 calendar days. Motion by John Doebel to change the handbook to voluntary termination is 14 calendar days' notice. Support by Alan Petrie. Passed all ayes.

Citizen Comment:

No citizen comment.

EMS Director Report:

Jay gave his report to the board in regards to run volume this year to date compared to last year. There is also a questionnaire for the board to fill out so that a bio for each board member can be added to their pictures on the web page. The fire department is doing an open house on October 30th in conjunction with fire prevention month and the EMS department will open its end for tours of the ambulances and will also be doing hands only CPR demonstrations every 30 minutes. The open paramedic position has not been filled yet, but Jay is working on that. Jay would like to have the board meet the crew at the December meeting and it will be one of the agenda items. New uniforms have been ordered and delivered. There was discussion about this particular line item. It was decided that it would be added to next month's agenda for discussion of a line item budget overage. Finally Jay wanted the board to be aware that the cash shortfall payment had been made to the city along with the ambulance refinance payment.

Approved: 11/18/2015

Board Member Comments:

Bob mentioned that in regards to our runs being down, in speaking to others in healthcare, the number of patients is down everywhere. Cody stated that Emmet County is actually up; however they are now doing more transfers and not giving them up to other agencies. Brian asked if the loss of part of Eveline Township was a contributing factor to our numbers being down. Jay stated no as we may have lost 5 runs to date due to that coverage area loss.

Bob Draves made a motion to adjourn. Support by Alan Petrie.

Brian Meads adjourned the meeting at 6:10 pm.

Submitted by: Karen Watkins

Robert Draves, Authority Secretary