

Jordan Valley Emergency Medical Services Authority

Monthly Board Meeting

555 Maple St. East Jordan, Mi 49727

April 27th, 6:00 PM

Meeting called to order at 6:02 p.m. By Sorenson

Present: Todd Sorenson (Wilson Township), Julie Waterman (Banks Township), Alan Petrie (Echo Township), Dan Thomas (South Arm Township), Ben Newington (City of East Jordan), Steve Houtman (Jordan Township)

Absent: none

Others Present: Meghan Meyer (EMS Director), Kim Brooks (Office Manager), Sandi Whiteford (Eveline Twp), Mark Penzien (Mayor, City of East Jordan), Melissa Suto (Education Director JVEMSA)

Pledge of Allegiance

Invocation was given by Lynn Adams

Approval of Agenda:

Waterman made a motion to approve the agenda, supported by Houtman.

Motion carried.

Approval of Past Minutes:

Newington made a motion to approve the minutes from the March 30th, 2022 Board Meeting, supported by Thomas.

Motion carried.

Treasurer's Report:

Sorenson motioned to approve the Treasurers Report, supported by Houtman.

Roll Call Vote:

Newington: aye

Houtman: aye

Waterman: aye

Sorenson: aye

Petrie: aye

Thomas: aye

Motion carried.

Jordan Valley EMS Authority Board members reviewed the data from the Treasurers Report for March 2022. There were no comments.

Accountant's Report:

Petrie motioned to approve the Accountants Report for March of 2022, supported by Sorenson.

Roll Call Vote:

Thomas: aye

Petrie: aye

Sorenson: aye

Waterman: aye

Houtman: aye

Newington: aye

Motion carried.

Jordan Valley EMS Authority Board members reviewed the data from the March 2022 Accountant's Report.

Operations Report: no discussion

Presentations/Ceremonial Items- None

Citizen Comment (for items on the agenda, limit of three minutes per person): No comments

Old Business:

Possible sale of Rogers Rd property: Appraisal scheduled for Tuesday May 3rd.

Board Development: Waterman directed all board members with any questions regarding the Accountants report, to JVEMSA accountant Heather Jackson of BA Accounting. Jackson went over each section of the report explaining its content. The board then agreed that the bank statements included in the report be eliminated as they were redundant.

Website Company Proposals: 3 Proposals presented. Budget suggestions for payment discussed. Dan motioned to go with Pro Web, supported by Houtman.

Roll Call Vote:

Thomas: aye

Petrie: aye

Sorenson: aye

Waterman: aye

Houtman: aye

Newington: aye

Motion Carried

New Business:

Holiday Pay changes in the Employee Handbook Section 4.6:

Houtman motioned to approve changes, supported by Sorenson

Roll Call Vote:

Newington: aye
Houtman: aye
Waterman: aye
Sorenson: aye
Petrie: aye
Thomas: aye
Motion Carried

Board Officer Elections, positions as of May 1st, 2022:

President: Waterman was nominated by Petrie, Supported by Sorenson, Waterman accepted

Vice President: Sorenson was nominated by Waterman, Supported by Petrie, Sorenson accepted

Treasurer: Petrie was nominated by Houtman, Supported by Waterman, Petrie accepted

Secretary: Houtman was nominated by Sorenson, Supported by Waterman, Houtman accepted

Citizen Comment (for items not on the agenda, limit of three minutes per person): None

EMS Director Report:

* **Crew Evaluation process-** Evaluation form was presented to the Board. Process was explained.

***Yukon Repairs-** Discussed options for cosmetic repairs.

***Grants-** For Continuing Education, Equipment.

***Fundraising-** Website re-design, options for funding discussed.

Committee Reports:

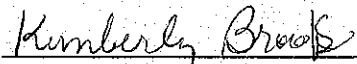
Executive Committee Monthly Meetings: Sorenson presented an option for one other Board member to rotate in each month, while a regular member sits out. It was decided that Houtman would attend the meeting on May 13th, 2022 at 10:00 am.

Authority Board Member Comments: Julie requested all Board members have their JVEMSA email addresses for Board business. Sandi Whiteford to assist Meyer with this task.

Motion to adjourn made by Waterman, supported by Houtman

Motion Carried

Meeting adjourned: 7:35pm



Submitted by: Kimberly Brooks, Staff

 President
Steve Houtman, Authority Board Secretary