

**Jordan Valley Emergency Medical Services Authority**

Monthly Board Meeting

555 Maple St. East Jordan, MI 49727

December 21, 2022

**Meeting called to order at 6:00pm by Waterman**

**Present:** Julie Waterman (Banks Twp), Alan Petrie (Echo Twp), Dan Thomas (South Arm Twp), Steve Houtman (Jordan Twp), Ben Newington (City of East Jordan)

**Others Present:** Meghan Meyer (EMS Director), Kim Brooks (Office Manager), Ryanne Lucero (Assistant Director), Matt Testa (Eveline Station Manager)

**Pledge of Allegiance**

**Invocation:** Ben Newington

**Approval of Agenda:** Houtman made a motion to approve, supported by Thomas. Motion carried

**Approval of Past Minutes:** Thomas made a motion to approve the minutes of the October 19 and December 8 Special Meeting, supported by Petrie. Motion carried

**Treasurer's Report:** Newington made a motion to approve the Treasurer's Report for November, supported by Houtman.

**Roll Call Vote:**

Yeas: Newington, Houtman, Waterman, Petrie, Thomas

Nays: None

Abstained: None

Absent: Sorenson

Motion Carried

Jordan Valley EMS Authority Board Members reviewed the data from the Treasurer's Report for November. There were no comments.

**Accountants Report:** Thomas motioned to accept the Accountant's Report for the period ending 11/30/2022, supported by Houtman.

**Roll Call Vote:**

Yeas: Thomas, Petrie, Waterman, Houtman, Newington

Nays: None

Abstained: None

Absent: Sorenson

Motion Carried

Jordan Valley EMS Authority Board Members reviewed the data from the November 2022 Accountant's Report. There was discussion.

**Operations Report:** No discussion

**Presentations/Ceremonial Item:** none

**Citizen Comment:** none

**Old Business:** none

**New Business:**

\*Membership Program – Report/Continue to offer program in 2023 at same fee schedule as prior year.

Houtman motioned to continue, supported by Waterman.

Roll Call Vote:

Yeas: Thomas, Petrie, Waterman, Houtman, Newington

Nays: none

Abstained: none

Absent: Sorenson

Motion Carried

\*Eveline Substation: Discussion was had about millage and contract fees. Meeting with Eveline Twp Board set.

\*City Contract: Discussion of contract

\*City Billing: Discussion of billing

\*2023 Meeting Dates: Discussed switching to annual schedule Jan-Dec dates for 2023

**Directors Report:** Discussed AEMT Class wrapping up and the new EMT-B Class starting in January.

Flex Grant Program – Station receiving 3 new tablets for trucks.

(Report was Given by Asst. Director Lucero regarding Dec. 17<sup>th</sup> incident involving two of our crew members.) Added

Discussed Chili Cookoff for Susan Arnott.

**Committee Reports:**

Policy Committee – Waterman to send an email to set up next meeting

Motion was made to adjourn by Petrie, supported by Thomas. (Motion Carried) Added

Meeting Adjourned at 7:29 pm

Kim Brooks  
Submitted by: Kimberly Brooks, Staff

Steve Houtman  
Steve Houtman, Authority Board Secretary