

Jordan Valley Emergency Medical Services Authority

Special Board Meeting

555 Maple St. East Jordan, MI 49727

August 29, 2023

Meeting called to order at 5:00pm by Waterman

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

Others Present: Meghan Meyer (EMS Director), Kim Brooks (Office Manager), Bill Tarrant (JVEMSA Staff), Toni Tarrant (JVEMSA Staff), Corey Wells (Citizen), Officer Dan Reece (EJPD)

Absent: None

Pledge of Allegiance

Invocation: Ben Newington

Old Business:

Proposed Attorney Retainer Agreement – Discussion was had. Motion made by Sorenson to approve agreement to retain new attorney, Supported by Newington.

Roll Call Vote:

Ayes: Newington, Houtman, Sorenson, Waterman, Petrie, Birgy

Nays: None

Absent: None

Motion Carried.

Closed doors due to noise in station, put signs on the doors regarding the meeting in progress.

Substation Contract – Discussion was had. Meyer to discuss with insurance carrier to make sure sufficient coverage is in place. Board members have read the contract. Motion was made by Sorenson to approve signing a 4-year term lease with landlord, supported by Petrie.

Roll Call Vote:

Ayes: Birgy, Petrie, Waterman, Sorenson, Houtman, Newington

Nays: None

Absent: None

Motion Carried.

New Business:

Revised Employee Handbook – Waterman motioned for a closed session on this subject, supported by Sorenson. It was requested that Director Meyer stay in the room during the closed session.

Roll Call Vote:

Ayes: Newington, Houtman, Sorenson, Waterman, Petrie, Birgy

Nays: None

Absent: None

Motion Carried.

Closed Session began at 5:35pm

Session opened back up at 6:15pm

Motion was made by Petrie to approve the revised Employee Handbook, supported by Sorenson.

Roll Call Vote:

Ayes: Newington, Houtman, Sorenson, Waterman, Petrie, Birgy

Nays: None

Absent: None

Motion Carried.

EMS Director Report:

Substation Contract – Meyer and Sorenson had good meeting with landlord Bob Kenney and Tonya. Bob would like us to stay at the location.

Authority Board Member Comments: Birgy would like the Annual Inspection results sent to Board members. Meyer will send to them.

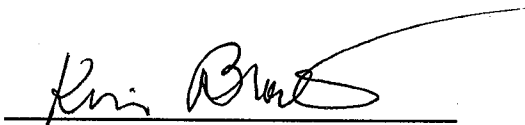
Public Comment: None

Petrie motioned to adjourn meeting, supported by Birgy.

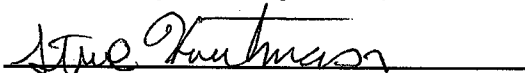
All in favor.

Motion Carried.

Meeting Adjourned at 6:23 pm



Submitted by: Kimberly Brooks, Staff



Steve Houtman, Authority Board Secretary