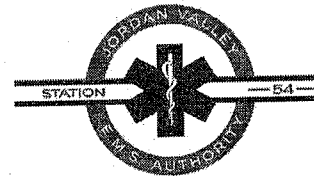


Jordan Valley EMS Authority
555 Maple Street
P.O. Box 920
East Jordan, MI 49727
Phone: (231) 536-7881
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Jordan Valley Emergency Medical Services Authority

Monthly Board Meeting

555 Maple St. East Jordan, Mi 49727

October 19, 2023

5:00 p.m.

Preliminary Items

Meeting Called to Order: By Waterman at 5:00 pm

Present: Julie Waterman (Banks Twp), Alan Petrie (Echo Twp), Tom Birgy (South Arm Twp), Ben Newington (City of East Jordan). Steve Houtman arrived at 5:08pm.

Others Present: Bill Tarrant (JVEMSA Operations Director), Ryanne Lucero (Assistant Director), Kim Brooks (Office Manager), Corey Wells (Citizen), Matt Testa (Staff), Tracey Capelin (Staff), Steffenie Tipton (Staff), Melissa Suto (Staff), Heather Rossi (Staff), Roger Holowach (Staff), Michael Brink (Staff)

Absent: Todd Sorenson

Pledge of Allegiance

Invocation: Ben Newington

Approval of Agenda: Motion made by Petrie to approve the agenda, supported by Birgy. All in Favor. Motion Carried.

Approval of Past Meeting Minutes: (Sept. 20th Regular Meeting and Oct. 17th Special Meeting) Board members read through both meeting minutes provided. Motion to approve both sets of minutes made by Newington, supported by Petrie. All in favor. Motion Carried.

Public Comment: None

Presentation / Ceremonial Items / Correspondence: Audit Presentation by Gabridge & Co. Presentation has been rescheduled to the November 8th Regular Meeting.

Reports:

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Treasurers Report: Waterman motioned to accept the Treasurer's Report for September/October activity, supported by Newington. All in Favor. Motion Carried.

Accountant's Report: Houtman motioned to accept the September Accountant's Report, supported by Waterman. All in Favor. Motion Carried.

Operations Report: The Operations Report was presented to the board for discussion.

Executive Committee: Met to set the agenda for this meeting. Waterman elaborates on why this committee meets.

Policy Committee: The Policy Committee has not met recently.

Old Business: None

New Business:

2024 Membership Program: Discussion was had. Motion was made by Petrie to suspend the program for 2024, supported by Houtman. All in Favor. Motion Carried.

Main Station Crew Qtrs. Shower: Bill Tarrant to get quotes for new shower.

Policy Committee Appointment: Motion was made by Birgy to immediately replace Meyer on this committee with Tarrant, supported by Newington. All in Favor. Motion Carried.

EMS Director Reports:

Interim Director Report: By Lucero

Updates on Board directives, Audits of existing items, Staffing issues, Computers, Reassuring crew business as usual.

Operations Director Report: By Tarrant

Asset list being updated, Vehicle expenses, Audits, Assistant Director salary issue, Future approval of bills/payment process, Reinstatement of wages to certain crew members, Fleet report requested by Board. In future will be a report every meeting by Fleet Manager.

Public Comment:

Wells, Eveline Twp – Thanks Lucero and Tarrant. Offered to pick up shifts.

Holowach, Staff – crew member to receive reinstatement of wages, inquired as to when this will take place.

Brink, Staff – Inquired about why JVEMSA became an Authority.

Marr, Staff – Thanked Ryanne and Board.

Authority Board Member Comments:

Birgy – Supports crew that it was recognized a change needed to be made. He answered Brinks question regarding how the Authority originated and why. Mentioned outside influence regarding other agency

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looking to hire a Director. Mentioned the upcoming work on the Charlevoix Bridge. Touched on building a better system between JVEMSA, LCEMSA, and Boyne City EMS.

Petrie – Added to answer of Brinks question.

Newington – Touched on others may be looking to come back to JVEMS. Expressed that it seems best for crew to funnel questions through one Board member to keep the confusion to a minimum.

Houtman – Expressed the importance of the Board to do their due diligence in hiring a new Director.

Waterman – Explains why we are an Authority and have a Board of Directors. Need the employees to still come to the Board if they feel it's necessary. Discussed the Director hiring process. Waterman has had discussion regarding the Ambulance Association with attorney Bryan Graham, asking him to provide a memo giving legal advice on this matter. Board would like this memo for the next meeting. Brooks to update website with Board member information and photos.

Petrie motioned to adjourn meeting, supported by Newington. All in Favor.

Meeting Adjourned at 7:05pm

Kim Brooks 11-8-23
Submitted by: Kimberly Brooks, Staff

Steve Houtman 11-8-23
Steve Houtman, Authority Board Secretary