

Jordan Valley EMS Authority
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Jordan Valley Emergency Medical Services Authority

Regular Board Meeting

November 8, 2023

5:00 p.m.

Preliminary Items

Meeting Called to Order: By Waterman at 5:02 pm

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

Others Present: Bill Tarrant (JVEMSA Acting Director), Ryanne Lucero (Assistant Director), Kim Brooks (Office Manager), Corey Wells (Citizen), Matt Testa (Staff), Heather Jackson (JVEMSA Acct), Toni Tarrant (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: (October 19, 2023 Regular Meeting and November 1, 2023 Special Meeting) Board members read through both meeting minutes provided. Motion to approve both sets of minutes made by Petrie, supported by Houtman. All in favor. Motion Carried.

Public Comment: None

Presentation / Ceremonial Items / Correspondence: Motion was made by Birgy for the JVEMSA Board members and Bill Tarrant to go into a closed session under attorney/client privilege to consult via zoom with Attorney Steven Schwartz to discuss his letter dated November 6, 2023. Motion supported by Petrie.

Roll Call Vote:

Ayes: Houtman, Waterman, Newington, Petrie, Birgy

Nays: None

Absent: Sorenson

Motion Carried.

Closed Session began at 5:09pm.

The board came out of closed session at 6:12pm.

Reports:

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

Accountant's Report: Will be reviewed at next regular Board meeting.

Executive Committee: Met on Tuesday, 9/7 to set the agenda for this meeting.

Fleet Manager Report: Packet with information on EMS vehicles put together by Testa was presented to the Board for review. Treasurer Petrie to move funds to the vehicle account for the purchase of new tires for trucks A1 and A2. 2018 Transit Van needs new motor.

Assistant Director Report: Operations report was presented to the Board for review. Birgy had concern regarding non-transports. Tarrant addressed his concern with explanation.

Acting Director Report: Tarrant explained reasoning for accepting lower salary than suggested. He also touched on the 11/7/23 Area Directors' Meeting. Subjects of their discussion; transfer collaboration, coverage under mutual aid and request to lower intercept rates. He is working on updating crew uniforms to be more professional and increasing staff. Auditor is scheduled to attend the next regular Board meeting. Tarrant made a suggestion to the Board that we change our fiscal year from April 1 - March 31, to Jan 1 - Dec 31 with explanation. There will be discussion.

Policy Committee Report: Next meeting set for November 15, 2023.

Job Description & Evaluations Committee Report: Lucero, Petrie and Houtman working on EMS Director job description.

Old Business:

Main station crew quarter shower - Quotes have not been obtained. Still looking.

New Business:

Special Meetings Schedule – Executive Board Meeting – December 5, 2023 at 10:00am. Special Board Meeting - December 13, 2023 5:00pm.

Vehicle A6: Tarrant presented the quote to purchase and install a new motor in A6. Discussion was had. Motion was made by Newington to move forward with the purchase and installation, supported by Houtman.

Roll Call Vote:

Ayes: Birgy, Petrie, Newington, Waterman, Houtman

Nays: None

Absent: Sorenson

Motion Carried.

Monthly Bill Approval: Issued checks and register of checks issued presented to the Board for review. Discussion was had with a request for the Board to provide a blanket approval for regular monthly bills. Motion made by Petrie to approve current bills, supported by Waterman.

Roll Call Vote:

Ayes: Houtman, Waterman, Newington, Petrie, Birgy

Nays: None

Absent: Sorenson

Motion Carried.

EMS Non-Temporary Director Search: Need to appoint new Hiring Committee to collect applications and bring to the Board. The Board will need to approve who is selected for this committee. All applicants will be interviewed by Board and Committee. Discussion was had as to selection of the committee members. Hiring Committee guidelines were presented.

Assistant Director Salary: Acting Director Tarrant made his recommendation to increase the salary of Assistant Director Lucero. A motion was made by Newington to increase Lucero's salary beginning current pay period 11-5-23 to 11-18-23, supported by Waterman.

Roll Call Vote:

Ayes: Houtman, Waterman, Newington, Petrie, Birgy

Nays: None

Absent: Sorenson

Motion Carried.

Public Comment: None

Authority Board Member Comments:

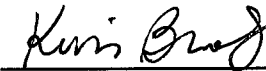
Waterman – Appreciates new monthly bill schedule.

Birgy – Appreciates Tarrant's work with other agencies.

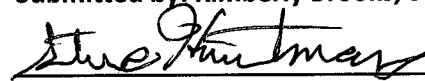
Newington – Discussion of Tarrant's restructure vision.

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

Meeting Adjourned at 7:13pm



Submitted by: Kimberly Brooks, Staff



Steve Houtman, Authority Board Secretary