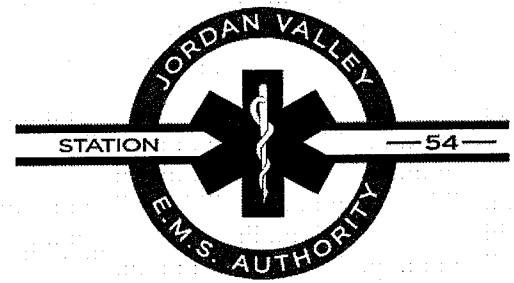


Jordan Valley EMS Authority  
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## Jordan Valley Emergency Medical Services Authority

Monthly Board Meeting

March 26, 2024

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), Todd Sorenson (Wilson Twp). Steve Houtman (Jordan Twp).

**Audience:** Bill Tarrant (JVEMSA Acting Ex. Director), Ryanne Lucero (Assistant Director), Kim Brooks (Office Manager), Matt Testa (Fleet Manager)

**Absent:** Ben Newington

**Pledge of Allegiance**

**Invocation:** Tom Birgy

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

**Approval of Past Meeting Minutes: (February 21, 2024)** Board members read through meeting minutes provided. Motion to approve minutes made by Petrie, supported by Waterman. No discussion, no changes. All in favor. Motion Carried.

**Public Comment:** None

### **Reports:**

**Treasurers Report:** No discussion. Motion by Birgy to accept February 2024 Treasurer's report, supported by Houtman. All in favor. Motion carried.

**Accountant's Report:** Motion made by Petrie to accept the Accountants report for February 2024, supported by Houtman. All in favor. Motion Carried.

**Executive Committee:** Zoom meeting held Thursday of prior week to set the Agenda.

**Acting Director Report:** Director reported on vehicles, operations, staffing and budget. Board requests breakdown of Atwood/Ellsworth runs.

**Policy Committee Report:** Policy committee has not yet met.

**Job Description & Evaluations Committee Report:** The committee has completed the task of putting together job descriptions. Per Waterman, committee to disband.

**Hiring Committee Report:** Waterman to request update from Newington.

**Budget Committee:** Tarrant and Petrie had a meeting. Was presented to Executive Board

### **Old Business:**

**Audit of active employee files:** Brooks to keep Board updated on progress.

**Administrative and Managerial positions:** Discussion was had regarding positions and salary.

**New Business:**

**Bryan Graham Memo dated 10-24-2023:** Waterman motioned to waive attorney client privilege of this memo, supported by Petrie.

Roll Call Vote:

Ayes: Houtman, Waterman, Petrie, Birgy

Nays: None

Absent: Newington, Sorenson

Motion Carried

**Kuhn Roger check:** Motion made by Waterman, supported by Birgy to not pursue services.

Roll Call Vote:

Ayes: Houtman, Waterman, Petrie, Birgy

Nays: None

Absent: Newington, Sorenson

Motion Carried

Tarrant to contact Kuhn Rogers

**Election of Officers: To start April 1<sup>st</sup>**

Motion was made by Petrie to cast one unanimous vote from all Board members present to elect Tom Birgy as President, Ben Newington as Vice President, Alan Petrie as Treasurer, Steve Houtman as Secretary. Motion was supported by Houtman. All in favor, Motion carried.

**2<sup>nd</sup> Motion, Resolution Bank Account:** Motion was made by Waterman, supported by Houtman to add Tom Birgy as a signer on all JVEMSA accounts and to remove Julie Waterman from as signer on all accounts. All in favor. Motion Carried

**24-25 Budget:** Budget presented to the Board, Discussion was had. Made requested adjustment.

Motion made by Waterman to approve the 24-25 Budget at \$1,787,516.65, supported by Houtman.

Roll Call Vote:

Ayes: Birgy, Petrie, Waterman, Houtman

Nays: None

Absent: Newington, Sorenson

Motion Carried

**Health Insurance:** Discussion was had. Motion made by Waterman to accept PA 152 Hard Cap numbers for upcoming budget year as related to Hard Cap premiums, supported by Petrie. All in favor. Motion Carried.

**Executive Director Vesting Plan:** Discussion was had. Motion made by Birgy to approve 1 year vesting, supported by Petrie. All in favor. Motion Carried.

**Public Comment:** None

**Authority Board Member Comments:** Discussion was had regarding millage rates.

Crew Quarter shower complete.

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

Meeting Adjourned at 7:23pm

A handwritten signature in cursive script, appearing to read "Kim Brooks", written above a horizontal line.

Submitted by: Kimberly Brooks, Staff

A handwritten signature in cursive script, appearing to read "Steve Houtman", written above a horizontal line.

Steve Houtman, Authority Board Secretary