

Jordan Valley EMS Authority  
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**Jordan Valley Emergency Medical Services Authority**  
**Special Board Meeting**  
**October 23, 2024 5:00 p.m.**  
**555 Maple St. East Jordan, Mi 49727**

**Meeting Called to Order:** By Miller 5:00pm

**Present:** Dan Miller (City of East Jordan), Alan Petrie (Echo Twp), Jay Peck (South Arm), Jim Rathbun (Jordan Twp)

**Absent:** Todd Sorenson (Wilson Twp), Alex Busman (Banks Twp)

**Guests:** Ryanne Lucero (EMS Interim Director), Matt Testa (Staff), Kim Brooks (Administrative Manager), Heather Jackson (Bookkeeper), Mark Penzien (City of East Jordan), Ernesto Lucero (East Jordan), Autumn Vousboukis (Staff), Andrea Seese (East Jordan Resident), Sandi Whiteford (Eveline Twp), Michael Brink (Staff)

**Approval of Agenda:** Motion made by Rathbun to approve, supported by Petrie. All in favor, motion Carried.

**Approval of Past Minutes:** Motion made by Petrie to approve Truth in Taxation Minutes, supported by Peck. All in favor, motion carried. Motion made by Miller to approve the October 9 regular minutes and the October 9 closed session minutes, supported by Rathbun, all in favor, motion carried.

**Public Comment:** None

**Old Business:** Rate Increase – informed Board that the increased rates were in place effective 10-21-24.

**New Business: Finances/Operations** -Per Jackson, there is enough in the checking account to cover all new items in the system. Brooks given the ok to send out certain payments.

Lucero presented an update on cost-cutting measures and financial assessments she has been working on. Overtime has been capped at 8 hrs per week. This has been in effect since the second week of last payroll. We have seen savings and expect more within the next full payroll period. Management, with the assistance of Petrie and Jackson, is in the process of reviewing the current budget to identify

other areas for further reductions, or reallocations can be made. A modified budget is currently being prepared for the Board's approval. Given the current uncertainties around past financial management, Lucero recommends the Board approve a forensic audit of the EMS Authority's finances, covering the last 8 years. This audit may provide a clearer understanding of our financial standing and also to assist us in providing a more realistic budget for the new fiscal year. Board members are not certain a forensic audit is required, but maybe something less invasive will give us the information we are seeking. Penzien recommends using an outside CPA firm for this task. Peck would like to contact current audit company for suggestions. The Board would like a presentation of our current audit, by the auditor, to be made at our next regular Board meeting in November.

Lucero stated that discussions are ongoing with the Grand Travers Band of Ottawa and Chippewa Indians to establish an agreement for EMS coverage at the elderly care facility in South Arm Township. Brink, a medic with JVEMSA was in attendance at a meeting this week with the tribe fire chief. In addition to coverage discussion, they discussed the annual grants the tribe awards. We now have a better understanding of what they are looking for and will apply in the future. The Board requested they be notified and present for any contract negotiation meetings with the Tribal Leaders.

**City of East Jordan Resolution:** This is a resolution of approval to loan JVEMSA funds. It was made clear by Penzien that by approving this resolution, in no way obligates the Authority to accept a loan. He requested we approve the resolution as to get paperwork in motion if there was a need. Penzien stated that the City's attorney approved this resolution. Peck had questions that were answered. Petrie made a motion to adopt the City resolution, supported by Miller. Roll Call Vote: Ayes: Rathbun, Miller, Petrie, Peck. Nays: None Absent: Sorenson, Busman.

Motion Carried

**Public Comment: more timely manner** Penzien concerned about information for meetings being sent out in non-timely manner. Per Brooks, this is not typical. Due to the number of meetings in the short period of time, and the amount of information being requested by the Board and the public, it takes more time to put it all together. We will work on getting this information distributed in a timely manner.

**Board Comments:** Peck would like a copy of the payroll report with total wages, deductions and Authority contributions at the end of every payroll. A special meeting will be needed to approve the amended budget that is currently being put together. Date selected is Wednesday October 30, 2024 at 4:30 pm.

Peck made a motion to adjourn, supported by Rathbun.  
**Meeting adjourned at 6:05pm**

**Submitted by: Kim Brooks** Kim Brooks

**Board Secretary: Jim Rathbun** \_\_\_\_\_

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