

Jordan Valley EMS Authority
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Jordan Valley EMS Authority Board
Regular Board Meeting
Wednesday, March 26, 2025

Present: Mark Penzien, Jay Peck, Jim Rathbun Jr., Alex Busman, Brian Olszewski

Absent: Tim Timmer

Others: Ryanne Lucero, Kim Brooks, Heather Jackson, Steve Middleton

Guests: 5

Meeting Called to Order: 5:40 pm

Pledge of Allegiance and Invocation led by Mark Penzien

Approval of Agenda: Motion by Rathbun; seconded by Busman to approve the March 26, 2025 agenda as presented.

Motion: 5-0

Voting for: Brian Olszewski, Jay Peck, Mark Penzien, Alex Busman, Jim Rathbun

Voting Against: None

Absent: Tim Timmer

Approval of the past meeting minutes: for February 28, 2025 and March 14, 2025.

Motion made by Brian Olszewski; seconded by Jay Peck to approve both minutes as presented with no discussion.

Motion: 5-0

Voting for: Brian Olszewski, Jay Peck, Mark Penzien, Alex Busman, Jim Rathbun.

Voting Against: None

Absent: Tim Timmer

Acceptance of Accountants' Report: Motion made by Alex Busman; seconded by Mark Penzien to accept the February 2025 accountants report with no discussion.

Motion: 5-0

Voting For: Brian Olszewski, Jay Peck, Alex Busman, Jim Rathbun

Voting Against: None

Absent: Tim Timmer

Public Comment: None at this time

Unfinished Business:

Budget Amendment 2024/2025 Fiscal Year

Motion made by Alex Busman; seconded by Jim Rathbun to accept the budget amendments as presented with no discussion.

Motion 5-0

Voting For: Brian Olszewski, Jay Peck, Mark Penzien, Alex Busman, Jim Rathbun.

Voting Against: None

Absent: Tim Timmer

Budget Adoption 2025/2026 Fiscal Year

Motion was made by Mark Penzien; seconded by Brian Olszewski to adopt the budget for the 2025/2026 fiscal year. Discussion was had regarding the few changes made. Budget is ready to be sent to the Townships and City.

Motion 5-0

Voting For: Brian Olszewski, Jay Peck, Mark Penzien, Alex Busman, Jim Rathbun

Voting Against: None

Absent: Tim Timmer

New Truck Application

No word as of yet. Peck would like Lucero to follow up on. Lucero updated the Board that decals and radio installation included in price.

Billing Consultant Contract

Will be tabled until Timmer returns

Vehicle Fund Maintenance Payments

No discussion

Salary Compensation for OT

No discussion

New Business:

City of East Jordan Loan Contract

Penzien, Olszewski and Timmer to discuss with the City at the April 15, 2025 City meeting.

Executive Director Job Description

Peck is drafting, waiting to get feedback from other Board members for discussion. Some staff of JVEMSA requested to see the new job description when available.

Acknowledgement of Operational Consultants Report

Motion was made by Mark Penzien; seconded by Jim Rathbun that report was received by Nate Weber. Some staff of JVEMSA requests to see results of report when available.

Motion 5-0

Voting For: Brian Olszewski, Jay Peck, Mark Penzien, Alex Busman, Jim Rathbun

Voting Against; None

Absent: Tim Timmer

This subject will be on the next regular meeting agenda.

Directors Report:

Ryanne Lucero gave a fleet update. She updated the Board regarding ambulance (alpha 4). It had already been decided by the Board to scrap this truck. She researched where to take it and presented this information. She requested the ok to move forward.

Motion was made by Rathbun; seconded by Penzien to take the truck to be scrapped.

Motion 5-0

Voting For: Olszewski, Peck, Penzien, Busman, Rathbun

Voting Against: None

Absent: Tim Timmer

Lucero gave update on the scheduling. She also updated them on the Zoll monitor quotes and payment options. In addition, the Authority has submitted a grant request for the monitors as well, through McLaren Northern Michigan. She will keep them posted. She has a meeting set up with the LCEMS Director to discuss a transfer schedule.

At this time Middleton gave further updates on the fleets and discussed the maintenance plan.

Lucero informed the Board of a couple trainings she attended, one of which medic Joe Travers joined her. They both became trainers. She is working with Sienna Wenz to plan an active shooter training for EMS, Fire and Law.

Public Comment: None

Board Comment:

Mark Penzien gave update of the South Arm Twp Loan. Paperwork being finalized.

Alex Busman stated that the Ex. Director job description should go out to the staff for comments.

Brian Olszewski thanked everyone for their efforts to putting the new budget together.

Jay Peck commended Ernie Lucero on a job well done with an emergency that took place at Lexamar in Boyne City recently. He took charge of a life-threatening situation and helped to save a man's life. Way to go Ernie!

Mark Penzien thanked Middleton for his efforts on the maintenance schedule. Discussion was had about what maintenance could be done in house. Middleton touched on that and what ideas he had. Will look into it further for more information.

Mark Penzien adjourned the meeting at 6:15 pm

Submitted by Kim Brooks: Kim Brooks

Board Secretary Jim Rathbun Jr. _____

DRAFT