



Jordan Valley EMS Authority Board Meeting Minutes
Wednesday, October 22, 2025 5:30pm
555 Maple Street, East Jordan, MI 49727

1. Meeting was called to order and Pledge of Allegiance led by Mark Penzien at 5:32pm
2. Invocation by Mark Penzien
3. Roll Call: Jim Rathbun, Alex Busman, Mark Penzien, Jay Peck, Tim Timmer, Brian Olszewski. Others Present – Joel Yonkman, Kim Brooks and Heather Jackson.
4. Guests: 6
5. Approval of Agenda: Motion made by Rathbun to approve the October 22 Agenda, supported by Busman. All in favor. Motion Carried.
6. Approval of Past Minutes: Motion made by Rathbun, supported by Peck. All in favor. Motion Carried.
7. Accept Accountant Report: Motion made by Busman to accept the September 2025 report, supported by Peck. All in favor. Motion Carried.
8. Public Comments: None at this time.
9. Reports:

Director – EMS Director, Yonkman, gave update on the cost to have Zaremba's put new motor in the ambulance van. Also stated the EV Plus may have a potential buyer for this van. Yonkman to reach out to his contact for more information. Timmer would like to give Yonkman authorization to move forward with the sale. Peck would like Yonkman to obtain the value of the van and get back to the Board in order to make final decision of sale. Yonkman is still looking for a mechanic for his maintenance program. There was discussion of required certifications. Yonkman is reaching out to Directors of college programs for possible students looking for employment. Ads have been placed and he will look into expanding his search. Yonkman will be meeting with JVEMSA Accountant, Jackson to begin work on the new fiscal year budget. Yonkman gave update on the new vents and their status. One new EMT-Basic was hired. Ads still posted for additional. JVEMSA has received several shipments of new Zoll monitors. Yonkman stated that we will not begin payments until April of 2026. He gave update as to the amount that the new biller has invoiced. This brought up the conversation of a Letter of Acceptance for Eveline Township. They have agreed to purchase the new ESO billing system for JVEMSA. This includes the initial purchase and first year subscription. Motion was made by Rathbun to sign the acceptance letter, supported by Penzien.

Roll Call Vote:
Voting For: Olszewski, Timmer, Peck, Penzien, Busman, Rathbun

Voting Against: None

Absent: None

Motion Carried 6-0

Treasurer's Report – Timmer discussed the budget and mileage. Yonkman recognizes these items need to be looked at. He is working on the budget and obtaining the true cost of business and SEV's. He will have this information at the next meeting. And hope to determine where we need to be for operations. Busman stated that Banks Twp would be willing to push out the first payment of loan. He also mentioned the mileage language and looking at the response times to Banks to adjust mileage amount. At this time,

10. Unfinished Business: By-Law Review– Olszewski gave brief update. Stated that they are looking at other agency by-laws for a guideline.

11. New Business: Yonkman proposed to the Board for consideration, that JVEMSA make a change to hire different attorney. Stating that the current firm far exceeds our budget and suggests we make this change. He presented the prior proposals from other firms that we received during our bidding process. Peck made a motion to make the change to the firm Yonkman suggested, supported by Busman. Discussion was had. Busman made a motion to table the change, supported by Rathbun.

Roll Call Vote to Table:

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

Voting Against: None

Absent: None

Motion Carried. 6-0

12. At this time, Penzien made a motion to go into closed session to discuss a letter from the attorney, supported by Rathbun.

Roll Call Vote:

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

Voting Against: None

Absent: None

Motion Carried 6-0

Went into Closed Session at 6:49

Meeting resumed Open Session at 7:48

13. Board members went back to the attorney change, motioned by Peck and supported by Busman to hire a new attorney. Peck states that it is the right choice to make financially.

Roll Call Vote:

Voting For: Olszewski, Peck, Busman, Rathbun

Voting Against: Timmer, Penzien

Absent: None

Motion Carried 4-2

14. At this time Busman requested to comment on the Banks Township Loan to the Authority. He would like to add to the agenda. Busman made a motion to request Banks

Twp to push out the first payment installment to January, supported by Rathbun. All in favor. Motion Carried.

15. Jackson discussed the Audit Draft and the questions she had regarding journal entries. She has been in contact with the auditor to discuss. She will keep Board posted.

16. Public Comment: None

17. Board Comments:

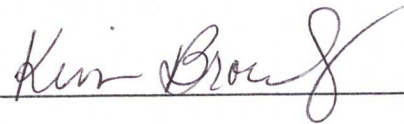
Peck – would like to see the policy for disposing of equipment.

It was discussed that an RFP for auditor be put on the next meeting agenda, along with Budget and Healthcare.

18. Busman made a motion to move the next scheduled meeting be move to November 12th at 5:30, supported by Rathbun. All in favor. Motion Carried.

Penzien adjourned meeting at 8:10 pm

Presented By: Kim Brooks:



Board Secretary: Jim Rathbun:

