Jordan Valley EMS Authority Special Board Meeting Minutes
August 31, 2026 at 6:00pm
555 Maple St. East Jordan MI 49727

1. Call to Order and Pledge of Allegiance: 6:00pm
2. Invocation: Mark Penzien
3. Roll Call: Brian Olszewski (Wilson Twp), Tim Timmer (Echo Twp), Joshua Chamberlain (South Arm Twp), Mark Penzien (City of East Jordan), Alex Busman (Banks Twp), Jim Rathbun (Jordan Twp). Staff: Joel Yonkman (EMS Director), Andrea Seese (Meeting Minutes Recorder) Absent: Heather Jackson (EMS Accountant) Guests: 5
4. Approval of Agenda: Busman made a motion to approve, supported by Timmer. All in favor, Motion Carried.
5. Public Comment: No public comment at this time.
6. Special Meeting Items
   a. Budget: Discussion was had regarding projected budget with gaining Boyne Valley. Concerns of repayment to our partners moving forward, a timeline discussed and will be taken back to those partners to present for consideration. Inquiry as to if Logis would be available to discuss, provided guidance on what information their reports provide and how we can better utilize and understand availability, Yonkman will reach out to Logis representative and see if something can be arranged in the near future. Inquiry as to how staffing and budget would look gaining another station and a couple options were discussed to best utilize our current resources and staff as well as the potential of hiring on additional staff to support another truck on high call volume days. Discussion of transfers, the billed amount from them as well as the expected return from insurance payments, it was questioned if having an assigned transfer truck would be of benefit, we will track information and present at an upcoming meeting for consideration. Discussion of supervisor (Lieutenant) roles with the expansion of the authority to assist with operations and day to day supervisory tasks that would also allow the Director and Deputy Director to focus more on the administrative task requirements. Rathbun made a motion to name the supervisors and within 90 days assuming positive financials the conversation of retro paying for assignment would occur, Penzien supported, Timmer offered a modification of within 120 days, accepted, motion modified by Rathbun, supported by Penzien, all in favor, Motion carried. Discussion regarding the Tahoe was had regarding programming, licensure, marking and response capabilities. Chamberlain

asked if anyone had spoken to the accountant in the event additional duties are asked for her to complete, citing compensation for said services. Timmer discussed the need/want to look at outsourcing billing and possibly looking into consulting with a human resource specialists to ensure the authority is operating appropriately and remains "out of trouble", Yonkman indicated that should be a conversation for a later time but agreed that we want to protect our people and the authority.

b. Communications: Timmer encouraged "over communication" between the Director and Board. Yonkman asked for specifics of what they wanted to be made aware of and preferred time frames, lengthy discussion was had and Yonkman agreed he will send pertinent information as it is received. Penzien reminded members that by-laws provided as well as rules of procedures were provided at the last regular board meeting for all members to review and return with edits and/or recommendations.

7. Public Comment: A JVEMSA staff member stressed the importance of a positive presence in the Boyne Valley coverage area. A member of the community asked if there were sheets daily that listed the requirements to be accomplished by the assigned crews, things such as chores, rig checks, etc. It was shared these were provided to all crews daily.
8. Authority Board Member Comments: Chamberlain asked that the echo unit be added to the next meeting agenda. Timmer thanked crews for transfer volume, all. Penzien reinforced the want for the authority and Yonkman to succeed, also informed members they received a synopsis of Yonkman's performance stating that his review needs to be completed in the near future.
9. Motion to adjourn meeting made by Penzien. Meeting adjourned at 7:52pm.

Presented by: Andrea Seese__________________________________

JVEMSA Secretary: Jim Rathbun________________________________