Jordan Valley EMS Authority Special Board Meeting Minutes
October 15, 2026 at 5:30pm
555 Maple St. MI 49727

1. **Call to Order** and Pledge of Allegiance: 5:30pm

2. **Invocation:** Tim Timmer

3. **Roll Call**: Brian Olszewski(Wilson Twp), Tim Timmer(Echo Twp), Josh Chamberlain(South Arm Twp), Mark Penzien(City of East Jordan), Alex Busman(Banks Twp),Jim Rathbun(Jordan Twp), Staff: Ryanne Lucero(Interim), Kim Brooks(Minutes Recorder), Heather Jackson(JVEMSA Accountant).

4. **Approval of Agenda**: Chamberlain made a motion to approve the agenda, supported by Olszewski. All in favor. Motion Carried.

Public Comment: Scott Coger, Thanked Board members for stepping in. Michael Brink offered Operating Procedures for Board members, . Britta Cornell, assured everyone that the patients in our service are going to continue to get the best service we can provide no matter what. Matt Testa, stated that Fire Chief Glen Thorman shows interest in the Interim Director position.

1. **Interim Director Posting**: Board reviewed the job description from Jesse Silva. Discussion was had, motion made by Busman to use the job description provided but make change to Interim Director, and to post asap with a deadline for applications to be 10/23/26, 12:00pm. This was supported by Rathbun. Roll Call Vote: All in favor, Rathbun, Busman, Penzien, Chamberlain, Timmer, Olszewski. All Opposed: None. Motion Carried.

2. **Medical Transfer Limitations**: Timmer made motion to limit radius not to exceed 75 miles, supported by Chamberlain. Then amended to service area or special circumstances with Interim Director and appointee for the day to decide. Roll Call Vote: In Favor, Rathbun, Busman, Penzien, Chamberlain, Timmer, Olszewski. All Opposed, None. Motion Carried.

3. **Credit Card Receipt Policy**: Jackson to email report of all non-receipts to Board in packet. Board to follow up with attorney for final policy.

4. **Contracting Billing Medical Claims System**: Timmer provided data. Can customize for future action. Will be on next meeting agenda, old business.

Lucero brought up current scheduling/timesheet software (Ninth Brain). It is costly, time consuming, not accurate. Lucero to explore other options. To be put on next meeting agenda as new business.

5. **Operations Consultant Discussion**: LCEMSA to consult. Per Jesse Silva, no charge, 6 months to complete, would like staff ideas. Timmer motioned to accept LCEMSA offer to consult, supported by Rathbun. All in Favor, Olszewski, Timmer, Chamberlain, Penzien, Busman, Rathbun. All Opposed, None. Motion Carried.

6. **Equipment List**: List was provided by mechanic and Wynkoop. Busman to put a spreadsheet together. JVEMSA Admin staff to get price list together.

At this point, Busman inquired about the truck licensure as far as ALS vs. BLS. Lucero explained ALS out the door and BLS trucks being upgradable to ALS. Josh inquired about the Boyne Valley station, if it has been licensed with the state and medicare. He was assured by Brooks, that she did in fact complete applications with both.

7. **Patient Care Report Discussion**: Per Tim, the Board would like the same reports sent to them as sent to Med Control.

8. **Collaboration & Relationship Building (JVEMSA & EJFD)**: an email was received from Tim Drenth(EJFD). He would like to form a committee, including Board members to work on the relationship. Sienna Wenz and Brandon Marr commented and made recommendations. Rathbun and Timmer would like to be a part of this committee.

At this time, Alex Busman would like to add to the agenda, Handbook Update. He provided and read "sexual conduct policy" for our handbook. Timmer stated that this new policy, would need to go to the attorney for review.

Public Comment: Misty Enos, crew should be given credit for what they do, concern about outsourcing the billing and look into who will come in to consult. Scott Hankins, feels transfer area limit is vague, Board needs to support Lucero's decisions in regard to the transfers. Concerns with "county wide system". Scott Coger, Board needs to tie up loose ends (by-laws, articles of inc., mission statement). Jesse Silva, discussed billing, transfers, county wide, and by-laws. Ben Newington, Appreciates everyone (crew, Board, fire). Corey Wells, encourages staff to speak up moving forward, question if you suspect. Derek Gaylord, agreed about getting rid of Ninth Brain and that added cost to the agency.

Board Comments: Busman, stated he was offered help by Bertram. Ben Newington had input on this.

Timmer recalled his Transfer motion: He now motions to put transfer requests in the hands of the Interim Director or her designee. But would like a monthly transfer report. Supported by Chamberlain. Roll Call Vote: All in Favor, Olszewski, Timmer, Chamberlain, Penzien, Busman, Rathbun. All Opposed, None. Motion Carried.

Penzien, states it's been a tough year. Feels forensic audit would be expensive.

Chamberlain, states that South Arm Twp is willing to pay for a forensic audit. Timmer, supports a forensic audit, look at new auditor options. Brooks commented in regard to current audit draft. Needs to be submitted. Olszewski, would like to know if we have a contract with auditor. "Raymond Group" was mentioned. THANKS EVERYONE.

Meeting Adjourned: 7:13pm

Presented By: Kim Brooks Kim Brooks

Board Secretary: Jim Rathbun Jim Rathbun