

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting April 27, 2023

BOARD MEMBERS ATTENDING:

Ed Meny, St. Joseph Twp.
Steve Neubecker, St Joseph City
Mike Hildebrand, Oronoko Township
Allen Weich, Chikaming Twp.
Brian Kazmierzak, Benton Harbor City
Al DiBrito, Corewell Health South
Cathy Yates, Benton Twp.

Bruce Stover, Berrien Twp. (New Representative)
Zach Carson, Lake Twp.
Rachael Kuzda, Village of Berrien Springs
Jack Rogers, New Buffalo Twp.
Dennis Krotzer, Baroda Twp.
Darwin Watson, New Buffalo City
Levi Kiester, City of Bridgman

BOARD MEMBERS ABSENT:

Dave Chandler, Sodus
Steve Tilly, Royalton Twp.

Brandon Chiarello, Lincoln Twp.

MEDIC 1 EMPLOYEES / PUBLIC:

Brian Flory, Medic 1
Jason Russel, Medic 1
John Wilks, Former Lake Twp. Rep.
Laura Hooker, Medic 1
Laura White, Medic 1

Mike Schultz Medic 1
Jason Wiley, Director, Medic 1
Lisa Flemming, Operations Manager, Medic 1
Brandi Narregan, Medic 1
Julianna Knot, Herald-Palladium

ROLL CALL AND MINUTES:

- The meeting was called to order by Weich and opened with the Pledge of Allegiance. The roll was called, and the above-listed quorum was present.
- Correction to the February Minutes – change Rock Rogers to Jack Rogers
- A motion was made by Krotzer seconded by Carson to approve the February minutes. Motion carried.
- Berrien Twp. – new representative – Bruce Stover – retired Fire Chief, Berrien Springs/Oronoko

PAYMENT OF BILLS:

- The list of bills for the month of February 2023 was presented and a motion to approve the bills was made by Meny and seconded by Yates. Motion carried.

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WRITE-OFFS:

- The write-off list was presented for March 2023 and a motion made by Krotzer was seconded by Carlson. Motion carried.

EXECUTIVE BOARD REPORT:

- Hildebrand related the eBoard has met on the following items:
 - Additional Financial Assistance – Blossomland Financial
 - Long Term Operational Items
 - Stryker Lease
 - North County Proposal
 - Phase In
 - New Equipment and Ambulances

OPERATIONS REPORT:

Lisa Flemming related the following:

- Code 4 breakdown
- Wheelchair Calls – 455
- Fully Staffed – hired 2 more part-time yesterday, they want full-time.
- The Personnel Committee would like to present the board next month.
- Brooke and Alex doing FD education.
- Attending Job Fairs
- Scholarship Interviews
- Passed Cook Plant Inspection
- New Uniforms

DIRECTOR'S REPORT:

- New board packets this month.
- Working with Elaine to change budgeting processes – all the numbers match now across the board.
- Write-offs broke out by the municipality.
- CTE Program at Berrien Springs HS/RESA was outdated – completely updated with payment info, invoicing dates, etc. Full payment will be received in the next month or so.
- Audit is approved and scheduled for the end of May/Beginning of June
- All dispatchers were taken to dinner at Clementine's for Telecommunicators Week
- Overall state of Medic 1 is currently exceptional – morale is the highest Jason has ever seen.
- New uniforms, comfortable and look good.
- 2 new units picked up and getting equipment switched over.

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- HUB is our insurance broker – starting the process for the best insurance package as a company.
- Discount Tire – this had been a conversation that started in August 2022, and wants to pave our property to make it a parking lot. Updates to follow.
- Continuing meetings with Lakeland staff reference transfers – working on solidifying the relationship between Medic 1 and Corewell Health South

EDUCATION:

Brandi Narregan – Training report

- CPR Week – Month of June
- EMT and MFR classes going well.
- HS class – 5-6 students will graduate.
- Paramedic class coming up.

HOSPITAL REPORTS:

Al DiBrito related the following:

- Welcomed everyone to Corewell Health South
- Guests – Karlye Vissell, and Cathy Effa
- ER Garage Doors are a mess.

OLD BUSINESS:

- Bylaws – Allen did not make the progress he wished for this last month. Ed Meny and Steve Neubecker will assist with this project.
- All the northern areas of Berrien, except Bainbridge Twp., have all expressed interest in joining the Medic 1 service area. A rough draft of the contract was received late last evening.
 - The end goal is 2 full-time ambulances to cover 55-60 square miles.
 - 1 ambulance at North Berrien Station #2 on Coloma Road
 - 1 ambulance at the Watervliet EMS Station (unsure of the current condition of the station)
 - Ambulances will only sit point for each other.
 - Interim – 1 ambulance fully staffed, centrally located in Coloma.
 - Staffing – right now we are well-staffed, and going to career days, etc.
 - Single Contract – covers all municipalities.
 - 5-Year Contract which includes Performance Metrics
 - Non-Voting Ex-Officio Members of the Medic 1 Board
- Pipestone Twp. – Concerns about Pipestone Twp. not paying subsidy were brought up again by Krotzer, Allen will reach out. Also discussed reaching out to Bainbridge Twp. to see if they are interested in leaving PrideCare's service area.

NEW BUSINESS:

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- Articles of Incorporation – states each Member Agency should reappoint a representative to the Medic 1 Board of each member agency before June each year.

GOOD OF THE ORDER:

- Thanks to Corewell Health South for hosting, will be here at least 2 additional meetings!
- Allen will be out of service due to a Medical Procedure for 2 weeks starting May 1
- May 25th, Corewell Health South, 0830hrs
- Ed Meny asked that the CPR class dates be sent out to the Board

A motion was made by Carson seconded by Neubecker to adjourn at 9:30 AM Motion carried – all in favor.

Respectfully Submitted-



Brian P. Kazmierzak, EFO/PEM

MEDIC 1 Board Secretary/Treasurer