

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting July 27, 2023

BOARD MEMBERS ATTENDING:

Ed Meny, St. Joseph Twp.
Zach Carson, Lake Twp.
Mike Hildebrand, Oronoko Township
Steve Tilly, Royalton Twp.
Allen Weich, Chikaming Twp.
Brian Kazmierzak, Benton Harbor City
Dave Chandler, Sodus

Brandon Chiarello, Lincoln Twp.
Levi Kiester, City of Bridgman
Cathy Yates, Benton Twp.
Steve Neubecker, St Joseph City
Rachael Kuzda, Village of Berrien Springs
Dennis Krotzer, Baroda Twp.

BOARD MEMBERS ABSENT:

Darwin Watson, New Buffalo City
Jack Rogers, New Buffalo Twp.

Weesaw Twp.
Bruce Stover, Berrien Twp.

CONTRACTED SERVICE AREA REPRESENTATIVES:

Wes Smigelski, Coloma Twp. Police Chief

Mary Ann Pater, Watervliet

MEDIC 1 EMPLOYEES:

Mike Schultz Medic 1
Jason Russel, Medic 1
Kristen Patterson, Medic 1
Lisa Flemming, Medic 1

Brooke Janes, Medic 1
Jason Wiley, Director, Medic 1
Brian Florey, Medic 1

COREWELL HEALTH SOUTH EMPLOYEES:

Al DiBrito, Corewell Health South
Dr. Jonathan Beyer, PMD

Joe Effa, Corewell Health South

PUBLIC:

John Wilks, Lake Twp. Resident

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.
- A motion was made by Tilly seconded by Chandler to approve the June minutes with one correction. Motion carried.

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting

July 27, 2023

- Financial Report – 5 payroll weeks throughout the month and extra staffing due to preparations for the north area. Started outfitting 4 new ambulances, etc. Starting to see some of the new subsidy's coming in already this month and will be reflected next month.

PAYMENT OF BILLS:

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

WRITE-OFFS:

- The write-off list was presented for May 2023 and a motion made by Tilly was seconded by Carnes. Motion carried.

EXECUTIVE BOARD REPORT:

- Attended Bainbridge Twp. meeting where they approved the contract for service.
- Sent draft contract to Pipestone Twp. contract nearly identical to Bainbridge
- Evaluation format for the Executive Director
- Upcoming meeting with Auditor to approve Audit Draft

DIRECTOR'S REPORT:

- Education Report – VBEMS Eric Farrell hired to replace Brandi – started last week. Working on getting things caught up to where they need to be. Waiting for Medical Director's signature
- Brooke Janes will be the lead for the CTE EMT Program
- Josh Kaye from SMACAS – Operations Mgr/Paramedic Program Lead – 21 students – 2 weeks into the course – need observers for practical days
- Elaine is planning to retire (Admin Asst/Office Mgr) – her replacement has been hired and starts August 7th. Transition Period/Restructuring – will also be using an outside CPA (Seth). A new employee comes to us from Beacon Health Payroll/HR Dept.
- New Coloma Station is up and operational. Lisa and Jason met with Watervliet Public Works – work is needed on that station. Also met with Hagar Twp. and went through that station on Monday. Bringing in Abonmarche to look at options.
- Mutual Aid Contracts updated: Three Oaks, SHAES, Covert and VBEMS
- Lakeland Contract Discussions Started
- Staffing and Recruiting are the priority – for the north area.

OPERATIONS REPORT:

Lisa Flemming related the following:

- Code 4s (165 are treated/released on scene)

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting July 27, 2023

- Recruiting – 3 interviews this week, 1 part-time, 2 full-time, 4 new employees started last week going through orientation.
- New rigs in-service 1823, and 1923 are in service.
- Lincoln Twp. car has 2 full-time spots on that car.

HOSPITAL REPORTS:

Al DiBrito related the following:

- Searching as people come into the ER. Make sure officers have ID.

CONTRACTED SERVICE AREAS

- Wes reported everyone is happy.

OLD BUSINESS:

- Pipestone Twp. trying to get a meeting scheduled.
- Bylaws - Report by Ed Meny - Met yesterday – looked at 3 other ambulance service bylaws – will be working with eBoard as well.
- Stryker – need to update the original Stryker contract.
- Still working on researching new funding models.
- Discussion on Pride Care closing and Medic 1 ramping up for North County. Bainbridge Twp. same rate as North Berrien is (\$27.62 per resident). Term length – 8 months. Motion by Tilly, Second by Yates.

NEW BUSINESS:

- Discussion on the relationship between Corewell Health South and Medic 1 – any opposition to continuing to build that relationship for transfers and wheelchair incidents.

GOOD OF THE ORDER:

- Next meeting August 24th, 2023, 0830, Upton Center, Corewell Health South

A motion was made by Yates seconded by Chandler to adjourn at 9:01 AM Motion carried – all in favor.

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting

July 27, 2023

Respectfully Submitted-

A handwritten signature in black ink, appearing to read 'BPK', is placed on a light gray rectangular background.

Brian P. Kazmierzak, EFO/PEM
Medic 1 Board Secretary/Treasurer