

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting

9/28/23

BOARD MEMBERS ATTENDING:

Ed Meny, St. Joseph Twp.
Zach Carson, Lake Twp.
Mike Hildebrand, Oronoko Township
Bruce Stover, Berrien Twp.
Allen Weich, Chikaming Twp.
Brian Kazmierzak, Benton Harbor City
Cathy Yates, Benton Twp.

Brandon Chiarello, Lincoln Twp.
Levi Kiester, City of Bridgman
Jack Rogers, New Buffalo Twp.
Steve Neubecker, St Joseph City
Rachael Kuzda, Village of Berrien Springs
Dennis Krotzer, Baroda Twp.

BOARD MEMBERS ABSENT:

Darwin Watson, New Buffalo City
Steve Tilly, Royalton Twp.

Weesaw Twp.
Dave Chandler, Sodus

CONTRACTED SERVICE AREA REPRESENTATIVES:

Wes Smigelski, Coloma Twp. Police Chief
Ziggy DiMaggio, Hagar Twp.

Mary Ann Pater, Watervliet

MEDIC 1 EMPLOYEES:

Mike Schultz Medic 1
Jason Russel, Medic 1
Joe Wright, Medic 1
Lisa Flemming, Operations Manager, Medic 1
Eric Farrell, Medic 1

Brooke Janes, Medic 1
Jason Wiley, Director, Medic 1
Brian Florey, Medic 1
Laura White, Medic 1
Kristen Patterson, Medic 1

COREWELL HEALTH SOUTH EMPLOYEES:

Al DiBrito, Corewell Health South (Ad Hoc Medic 1 Board Member)
Joe Effa, Corewell Health South

CONTRACTED SERVICE AREAS:

Mike Haskins, Pipestone

Izzy Dimaggio, Hagar Twp.

PUBLIC:

John Wilks, Lake Twp. Resident
Brian Schribner, SMCAS

Josh Kaye, SMCAS

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting

9/28/23

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 Zach Carson seconded by Jack Rogers to approve the August minutes with one correction. Motion carried.
- Financial Report – 5 payroll weeks throughout the month, about \$310,000 up for the year.

PAYMENT OF BILLS:

- The list of bills for the month of August 2023 was presented and a motion to approve the bills was made by Kratzer and seconded by Neubecker. Motion carried.

WRITE-OFFS:

- The write-off list was presented for August 2023 and a motion made by Meny was seconded by Kratzer. Motion carried.

EXECUTIVE BOARD REPORT:

- Discussed bylaws that are on the agenda and have been emailed out.
- Had preliminary discussions about the Teamsters Collective Bargaining Agreement.

DIRECTOR'S REPORT:

- Purchased new ambulance last month, Ford recall on transmission, can't ship until that is fixed.
- North Station update – Izzy Dimaggio, Hagar Twp. – cost has gone up to \$350k, now looking at separate standalone building. Jason and Lisa have been invited to all meetings. Want to make it nice and comfortable for Medic 1 crews.
- Watervliet station is being renovated now. Will be at Coloma and Watervliet until Hagar is ready.
- Potential new south station – discussions continue.
- Pipestone response times will show up next month due to a timing issue.
- Mandatory meetings last week – Drivers Training, Company Updates

OPERATIONS REPORT:

- 911 calls and transfers are about the same as last month
- Code 4 breakdown in report
- Wheelchair transfers are up.
- 2 spots still open for Lincoln Twp. 12-hour car

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting

9/28/23

- 2 more basics finishing orientation, looking for full-time.
- Paramedic coming from Houston, looking for fulltime.
- More interviews today and next week
- Hired another part-time dispatcher from Berrien County
- Hero Climb – 5 employees
- Trunk or Treat, pretty booked up for Oct 28th.
- Crews will be wearing Breast Cancer Shirts

EDUCATION REPORT:

- Paramedic and High School classes going well.
- EMT class in October in Lake Twp.
- St. Joseph Twp. will be hosting some CE classes.
- Recently relicensed for Education
- COEMS accreditation coming up end of January.

HOSPITAL REPORTS:

- Searching as people come into the ER. Finding a few firearms – 45-60 searches a day.

CONTRACTED SERVICE AREAS

- No comments

OLD BUSINESS:

- Bylaws – revisions have been submitted. The goal is to get the bylaws in place, and then clean up the Articles of Incorporation.
- Send suggestions to Ed and Steve, so they can be captured next month. Need to be reviewed by counsel as well.
- Funding Models – discussion on Countywide Milage

NEW BUSINESS:

- Currently using physical keys at all locations, need to look at key fob system - \$85-\$95 capital project – need to start thinking about it.

GOOD OF THE ORDER:

- Recognition of Brooke Janes for Benton Harbor Shooting

COMMUNITY EMERGENCY SERVICE – MEDIC 1

Minutes of Meeting

9/28/23

- Kudos to the Board and employees for what has happened with Medic 1 in the past year and the amazing amount of growth.
- Next meeting October 26th, 2023, 0830, Upton Center, Corewell Health South

A motion was made by Yates seconded by Meny to adjourn at 9:25 AM Motion carried – all in favor.
Respectfully Submitted-



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