**Meeting Minutes –** 1-18-2024

**Call to Order:** Meeting called to order at 6:05pm by B. Jewett

**Pledge of Allegiance**

**Present:**

* **Members:**
  + Present: B. Jewett, W. Floury, D. Williams, E. Szegda, J. Ellens
  + Absent: J. Hurlburt, K. Manuel
* **Guests:** Terry Hankins, numerous NWEA employees

**Approve Agenda:** S. Brewer was present to appoint the new Springville representative Wendy Floury to the board and Tim Dzikowicz is their alternate. D. Williams motion to approve the agenda 2nd by B. Jewett all approved, motion carried.

**Approve Prior Meeting Minutes:**

Approve minutes from 12/21/2023 presented by W. Floury seconded by D. Williams. All approved motion carried.

**Treasurer Report:** E. Szegda gave the report in Forest Area there is $49,353.83 in checking, $231,286.85 in Ambulance savings, $76,832.64 in Fire savings. In Honor Bank there is $32,173.15 in checking. Grand total in both banks is $389,646.47. There were 2 deposits made since last meeting totaling $7,045.27. There are 19 payments made or to be paid since last meeting totaling $47,248.16. Motion to approve the treasurers report and pay all the bills presented by D. Williams 2nd by B. Jewett roll call on all members, all approved, motion carried.

**Audit Discussion:** E. Szegda presented recommended updated actions that was presented by the auditor. B. Jewett motion to adopt the capital asset management policy 2nd by D. Williams all approved, motion carried. D. Williams motion to adopt resolution policy for credit card use 2nd by W. Floury all approved, motion carried. We will be tabling the conflict-of-interest policy till next meeting so all members can be present. D. Williams would like a contract for all townships to sign that points out exactly what is needed and being down by all townships. Discussion held and M. Guernsey will be connecting with D. Williams to get it written up. B. Jewett states that Antioch will be getting $10,000.00 April 1st for the fire gear.

**Public Comments:**

N/A

**Director Report**: SEE ATTACHED. Table stryker lift in ambulance till next meeting hopefully someone will call him back. D. Williams motion to approve $45,000.00 for Zoll X monitors 2nd by B. Jewett roll call on all members, all approved motion carried. B. Jewett motion to purchase a stackable washer and dryer and not exceed 1750.00 2nd by W. Floury roll call on all members, all approved, motion carried. Finally on J. Runyons report was questioning about background checks and how we should go about hiring Joe Graff or anyone else this situation was to happen too. Discussion held but we will be tabling till next meeting so that all members can be present.

**Fire Chief Report**: SEE ATTACHED. Also M. Guernsey stated that helmets have been passed out and they are still waiting for rest of the gear. There is no update on the grants. M. Guernsey would also like to have a big thank you to Capt Peterson and Hart for all they have been doing at the station.

**Old Business**

1. **Committees:**
2. **NWEA Building Committee (6/3)** – E. Szegda, J. Runyon, M. Guernsey, J. Stanley–

E. Szegda stated that exit sign, door closers, merc lights, blow installation and stain doors not till nicer out. Generator is still in the works but should be done very soon.

1. **Turn out gear** – Helmets have been handed out still waiting for the rest.
2. **State of MI grant application –** Still waiting for funds to arrive.
3. **Greenwood Township Follow up –**

M. Guernsey, B. Jewett and J. Runyon went to the meeting, and they sound interested but will have to go back to meet with just the board.

1. **Millage Discussion** – M. Guernsey, B. Jewett and J. Runyon have been to all townships, Grant would like our budget and will have more information after February. Antioch, and Springville will be renewals. Wexford and Hanover still talking but M. Guernsey is confident it will also be a renewal. Lastly Slagle will be visited next month to see what their view is and if they would like to join.
2. **Budget Review** – M. Guernsey went over the budget with the group and many discussions and question held. D. Williams motion to approve the budget 2nd by B. Jewett roll call on all members, all approved motion carried.
3. **Wage Discussion** – This was in the budget and was approved in budget.
4. **BLS Transfer Status and ALS Services** – Discussion held about staffing station 2 for 4 days to start since it was approved in the budget. M. Guernsey and J. Runyon will be looking into what they can schedule and peak call times and will come to next meeting with more info.

**New Business**

1. **Springville Township –** S. Brewer has finally sold the truck and was asking about who he needs to call to set up a pickup time M. Guernsey said to contact him, and he will make sure it is ready. W. Floury was curious about the north side of the building and if we wanted to reconsider having half of the building. Board will discuss more with M. Guernsey and J. Runyon and we will revisit this when we must renew the lease agreement. T. Dzikowicz asked about all the speculations about truck maintenance and made sure it was getting done properly and getting checked regularly. M. Guernsey and B. Jewett confirmed it is getting done very regularly. Lastly, W. Flour asked about the old brush truck and if we would like to keep it. M. Guernsey said we will keep it for now but will update the lease agreement come time. M. Guernsey did say that they don’t need the tanker and that Slagle is interested in purchasing it. So, Springville till be taking it back and M. Guernsey will get in contact with Slagle.
2. **Website Maintenance –** J. Ellens had questioned how long she should be keeping prior minutes up on the website. B. Jewett says every 3 months and D. Williams stated for a full year. D. Williams will be checking this out and see if there is any ruling on this and how long others keep it up. Table till next meeting.

**Public Comment:**

T. Dzikowicz asked about times getting to call and if we add townships will it decrease for local calls. J. Runyon spoke on this, and discussion was held, and his hope Is no. Dave asked who owns the downtown buildings in Mesick. Boarded stated that we took all equipment from it and Mesick Rescue sold the one building and will be putting it into a scholarship fund and the village owns the other one, so they have gotten their building back.

**Adjourn**: Motion presented by W. Floury to adjourn the meeting. Seconded by D. Williams - Approved by all, motion carried. Meeting adjourned at 8:23 pm.

Next regular meeting February 15th, 2024, at Buckley Station 2

Respectfully submitted by J. Ellens

Here is my director report for January 2024.

The final total for EMS calls for service for 2023 from June 2nd is 397 and we have had 27 EMS calls for service in the Month of January to this point. See Chiefs report for fire run totals.

 Billing continues to produce deposits more than we had initially realized as the money was not being reported to our billing company.  At that time, they would report the income to us.  They are currently working the bugs out of the system and reflecting this to the billing portal.

We have remained fully staffed and able to respond to first out ambulance calls.  We held our monthly department wide virtual meeting on 1/16/23, and there is CPR training tonight at Station #2.

NWEA representatives attended the Colfax/Greenwood Fire board meeting and delivered the current direction, status, and goals of the NWEA.  They inquired to if there was anything we could do to supply emergency services to their Townships.  We will revisit these townships on an individual bases.  There were many questions some clearing the air as to who responds to their area know and what role a township has in regards to dictating who provides servicers with in their geographical boarders.  They expressed interest.

As approved last month I have begun to purchase ALS equipment in order to achieve ALS licensure later this year.  Some daily supplies were mixed in with the totals ordered to avoid shipping costs from Bound Tree Medical Services.  At this point we have bought $7,523.03 of $10,000 approved dollars in medical supplies $1500.00 still pending on this approval once account to order is set up.  Additional funds will be needed for expirable items iv tubing needles/fluid as go date approaches.

I have received a quote on 360 IV Pumps but had to confirm that we could obtain and maintain a drug library before purchase. Two pumps will total $3700.00 dollars which includes a 1-year warranty.  This is $600 cheaper than the less desired next option

I have received a quote for two factory refurbished Zoll X series monitors for a total of $44654.78 as it has been discovered that our monitors that were acquired through Mesick Rescue have parts that are no longer available and were gotten cheap as they are at the end of their serviceable life.  Second bid pending one with 1-year warranty second will be 6 months.  They are currently developing a trade in value for current monitors.

Last but not least of the big-ticket items I have acquired a bid for a T1 vent which provides superior pre hospital Bi-PAP/C-PAP/VENT for prehospital service but allows us to fulfill interfacility services at specialty care level which are billed at nearly double case rate of an ALS transfer.  It also has High Flow capability that is only offered by Kalkaska and Air divisions in the region at this time.  An increasingly requested feature in pediatric transfers. One vent total $23,393.95

We have discussed a stackable washer and dryer for Station #1 which can be purchased at Lowes for around $1750.00 and would be placed in mechanical room of Sta. #1 and plumbed in to slop sink.

A motion will be needed for any or all of the listed items above to be purchased.

Last topic of Business is discussion referencing our background checks for a new hire, and the possible hiring of Joe Graff and board recommendation on this topic.

Thanks for your efforts!

Justin Runyon

NWEA Director

A document with text and images

Description automatically generated