

North Township - LaPaz Fire Protection Territory, Public Meeting  
Wednesday, January 29, 2025 at 6:00pm  
LaPaz-North Township Fire Station

Present:

Roger Ecker, Town of LaPaz  
Cathy Welch, Town of LaPaz  
Lisa Knepp, appointed by Town of LaPaz  
Steven Davenport, North Township  
**Stephen Barber, appointed by Ms. Haskins, Trustee (virtually by Zoom)**

Also present:

Emily Haskins, Trustee  
Mathew Haskins, Fire Chief  
Please refer to the sign-in sheet for additional attendees.

The meeting consisted of the following:

1. Board positions
  - a. Mr. Davenport was nominated and seconded for President. Roll Call Vote: Mr. Ecker – Aye; Ms. Knepp – Aye; Ms. Welch – Aye; Mr. Davenport – Aye; Mr. Barber – Aye.
  - b. Mr. Ecker was nominated and seconded for President. Roll Call Vote: Mr. Ecker – Aye; Ms. Knepp – Aye; Ms. Welch – Aye; Mr. Davenport – Aye; Mr. Barber – Aye.
2. Approval of 11/25/24 Meeting Minutes
  - a. It was to accept the minutes with modifications since Ms. Megonnell is no longer on the committee. Roll Call Vote: Mr. Ecker – Aye; Ms. Knepp – Aye; Ms. Welch – Aye; Mr. Davenport – Aye; Mr. Barber – Aye.
  - b. Mr. Barber was nominated and seconded for Secretary. Roll Call Vote: Mr. Ecker – Aye; Ms. Knepp – Aye; Ms. Welch – Aye; Mr. Davenport – Aye; Mr. Barber – Aye.
3. Billing (services, rates, company)
  - a. Mr. Lampkins reviewed an EMS Fee Authorization Form that was used by UNAS in the past. This was provided as an example of what we could do. A discussion ensued about how to handle “Treat, no transport.” Consensus was not to charge for these a maximum of once per month. If this is utilized more than once per month, the patient is to be charged. It was clarified that if a patient suffers a cardiac arrest and dies (prior to being transported to the ER), the charge would likely be an emergency service, rather than “Treat, no transport.”
  - b. Regarding the vendor to provide billing services for the Fire Protection Territory, Ms. Haskins reports the following:
    - i. EMS/MC has acquired AccuMed, thereby reducing the options available to us.

Collection

- ii. She contacted the Indiana Township Association requesting additional recommendations for vendors to do billing.
- iii. There was another vendor out of Elkhart, but they are not taking on new clients at this time.
- iv. Our attorney expressed some concerns about the contract with EMS/MC, and it is a 3-year term contract.
- v. Mr. Lampkins reports that UNAS has utilized EMS/MC for several years without any issues or complaints. In addition, they provide training, etc.
- vi. Ms. Haskins reports the challenges that she has been encountering trying to get everything up and running with Medicare, etc. Mr. Lampkins believes that EMS/MC can be helpful to the Trustee in her efforts to get up and running.
- vii. Ms. Knepp moves to recommend EMS/MC to the Township Advisory Board to provide for Billing Services. Seconded by Mr. Ecker. Roll Call Vote: Mr. Barber – Aye; Mr. Davenport – Aye; Ms. Welch – Aye; Ms. Knepp – Aye; Mr. Ecker – Aye.
- viii. Ms. Haskins reports that the fee schedule will be looked at again in the future.

#### 4. Trustee update

- a. Ms. Haskins provides her first monthly report of expenditures for the Fire Territory Operating Fund:
  - i. Total \$10,222.51
 

1. Personnel services	\$2,634.07
2. Volunteer officers	513.91
3. Office and other supplies	800.00
4. Communication	1,736.00
5. Medical Supplies	1,923.96
6. Utilities	1,028.67
7. Repairs and maintenance	1,585.90
- b. Ms. Haskins reports that she will be meeting with 1<sup>st</sup> Source Bank in order to set up Direct Deposit. She believes this will provide a significant savings for the Territory and the Township.
- c. Ms. Haskins defers to Mr. Barber to explain his worksheet. Please reference the Fire Territory Budget Worksheet. Mr. Barber provides this worksheet as a rough estimate of monies coming in and monies going out over the next couple of years. It also provides his opinions regarding LIT Certified Shares and the Vehicle Excise Tax. He says that this helps him to wrap his head around the rolling balance as we move through the next couple of years. He references an arbitrary figure for expenditures in the first half of 2026, allowing for a ramp-up in services. He also points out that a big unknown variable will be the decision about housing for our

emergency workers. He simply offers this visual guide to help you understand his thoughts about finances moving forward.

5. Meeting Schedule, Fire Protection Territory

a. Wednesday, February 26, 2025 at 6:00pm

b. Wednesday, ~~March 12~~ 2025 at 6:00pm

c. Wednesday, June 18, 2025 at 6:00pm

MOVE  
MONDAY 17<sup>th</sup> 6pm

6. Good of the order announcements or updates as necessary

a. Mr. Haskins asks the committee to share their thoughts about transporting patients to St. Joseph, Mishawaka. By way of explanation, the primary ERs which we have been transporting to include: Plymouth, Bremen, and Memorial/Beacon/South Bend. They have turned down requests to go to Rochester, LaPorte, and Elkhart. If there is an emergency/trauma situation wherein the patient needs to go to a specific trauma center outside of our primary ERs, then we have been transporting as best as we can.

i. Mr. Barber voices his desire to provide transportation to St. Joseph, Mishawaka in the future. We do have many constituents who are tied into the St. Joseph hospital network and need to go to Mishawaka on occasion. However, since we are not currently fully staffed or fully equipped, he is willing to set this desire aside at this time. It is his hope that this can be revisited in the future. Mr. Lampkins indicates that this can be revisited at any time.

ii. Mr. Lampkins indicates that the lead medical tech on duty may make a decision to go to St. Joseph according to the emergency at hand.

iii. Mr. Ecker moves that it is our policy to transport to Plymouth, Bremen, or Memorial/South Bend, unless there are circumstances where the person needs to go to St. Joseph/Mishawaka. Ms. Knepp seconds the motion. Roll Call Vote: Mr. Barber – Aye; Mr. Davenport – Aye; Ms. Welch – Aye; Ms. Knepp – Aye; Mr. Ecker – Aye.

7. Public comment (Limited to 2 minutes)

a. Nothing noted at this time.

8. Mr. Ecker moves to adjourn, seconded by Ms. Welch. Roll Call Vote: Mr. Barber – Aye; Mr. Davenport – Aye; Ms. Welch – Aye; Ms. Knepp – Aye; Mr. Ecker – Aye.

Respectfully Submitted,  
Stephen Barber, Secretary

Approved:

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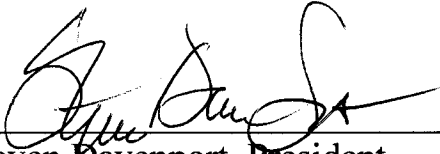
As written

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As Amended

☒

As Corrected

  
Steven Davenport, President

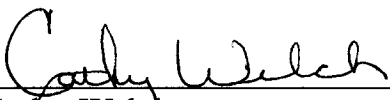
2-26-2025  
Date

\_\_\_\_\_  
Roger Ecker, Vice President *virtual attendance*


\_\_\_\_\_  
Date

\_\_\_\_\_  
Stephen Barber, Secretary *virtual attendance*

\_\_\_\_\_  
Date

  
Cathy Welch

2/26/2025  
Date

  
Lisa Knepp

2-26-2025  
Date

## Sign-In Sheet

1. Alice Oyler
2. ~~Al Roberts~~
3. Sandy Roberts
4. Lisa Kuyper
5. Stan Dault
6. Cathy Welch
7. Ryan Young
8. Donk Brilli
9. Jenn Gilmer
10. Roger Eckert
11. Roger Chardon
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.
- 21.

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- 4. Trustee update**
- 5. Meeting Schedule**
- 6. Good of the order announcements or updates as necessary**
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