

May 6, 2010

The May 6, 2010 meeting of the NIESA Board was called to order at 7:00 pm by the Chairperson Charles Galbreath.

Voting Members Present: C. Galbreath, R. Cole, A. Simmons, E. Griffes, A. Hale,
F. Wilbrink. Absent: Wheatfield Township Representative

Non-voting members present: R. Lillywhite, R. Wiegandt, R. Hanna

EMS/ Fire personnel present: S. Davis, K. Forrester, S. McGuire, B. Siegel, M. Flynn, G. Flynn

Guests: None

Other: None

Consent Agenda (Agenda I):

- Minutes to the April 1, 2010 Regular Meeting*
- Minutes to the April 15, 2010 Special Meeting*
- Minutes to the April 29, 2010 Special Meeting*
- Checking Account Summary April 2010*

Motion by Mr. Cole to accept the consent agenda as presented, seconded by Mr. Wilbrink.
Motion carried.

Public Comment (Agenda II):

None at this time.

Leroy Township Fire Building Project (Agenda III-A):

Mr. Galbreath advised NIESA received the contracts from Hobb + Black on May 4th, and he picked one up last night to review. Ms. Curtis faxed the contract to Attorney Adams, and Mr. Galbreath contacted him. He will be out of the office until Monday, however he will review the contract when he returns and have his response back to NIESA by Wednesday.

Mr. E. Griffes asked the amount of the contract. Mr. Galbreath advised that it was for \$699,900. Discussion followed regarding the contract.

Mr. E. Griffes confirmed that after counsel approves the contract Mr. Galbreath was authorized to sign it.

Mr. Galbreath advised that the building has been ordered. Discussion followed.

SOG- Smoking /Tobacco Products on NIESA premises (Agenda IV-A):

Mr. Galbreath stated that NIESA needs to see if we currently have a smoking policy, and if it needs to be revised. Mr. Wilbrink felt that our policy should match the State's guidelines.

If there is a guideline in existence it will be forwarded to the Personnel Committee for review and for them to revise it accordingly.

Treasurer Report (Agenda V):

Mr. Hanna advised that he reviewed the Checking Account Summary and there were a few payments he wanted to mention. To Hobb + Black for \$3,045 for the current contract. Another to Fire Equipment Associates for Williamston Fire for \$1,500 which was to purchase hose nozzles. Another to Medtronic's for \$780.75, which was for the service contract.

Other payments he wanted to advise them of; a \$87,000 payment to Fifth Third Bank which is our interest payment for the loan. We also paid \$1,601 for two new rims and tires for Williamston's Tanker, \$1,035 was paid to align and install new tires on ambulance 14, and finally \$475 for computer software.

Mr. E. Griffes asked about the \$3,000 payment to Chase. Mr. Hanna advised that was the credit card payment, and it was for various purchases.

Mr. Hanna advised the Board that the repair cost on the vehicles is going to start adding up for NIESA. He indicated we need a new ambulance and need to find a way to fund it. It is his understanding that Ambulance 14 runs better than Ambulance 15, but both are old. Ms. Curtis advised that ambulance 14 is 13 years old, and Ambulance 15 is 8 years old.

The Board asked what the normal life span of an ambulance. Ms. Curtis indicated that her understanding that ambulance like 14 and 15 have a normal life of 5 years.

Committee Reports (Agenda VI):

Personnel Committee: Mr. Wilbrink reported that the Personnel Committee met twice last month to review older policies that NIESA has in place. In the packet this evening are their recommendations for revising the Bereavement Policy; the Full-Time Employee Vacation policy; and the Educational Reimbursement Policy.

He asked that the Board members review their recommendations and we would discuss them at the next months meeting.

Comments from the Director (Agenda VII):

Mr. Galbreath reported that this month's activity was similar to last month. Primarily he was tied up with getting the Leroy project moving, and keep it moving forward. He had meetings with Hobbs + Black and the Builder.

Comments from Department Chief's Supervisors, Biller (Agenda VIII):

Chief Flynn: Reported that Leroy responded to 12 runs last month. Three false alarm calls, and

two calls were from a neighbor dispute.

He advised that the Leroy personnel have started clearing the building site. They are in the process of removing the cooking shed and have moved the flag pole. Boardstripe has been contacted to move the cable lines, and they have scheduled a work session for Saturday.

Chief Siegel: Reported that Williamston responded to 10 calls. There is a report in their packets

As Mr. Hanna advised, two new tires and rims have been installed on Tanker 5, and this fall, budget permitting, he will need to replace the rear tires and rims on the vehicle. It will cost around \$4,000.

Regarding the SCBA grant, the cost of the SCBA's will be a couple of thousand dollars higher than previously projected. They applied for the grant almost 18 months ago, and the cost of the packs have increased over that time period. Meridian Township, Lansing Township and Williamston will be ordering their SCBA's together to get the best price possible. Discussion followed.

Chief Siegel advised that since we are getting new SCBA's that the fit testing for the Williamston station personnel has been postponed. When we receive the new mask fit testing will be done.

Mr. Wilbrink asked if NIESA can fund the grant. Mr. Hanna felt we had to find the money. Chief Siegel indicated it should self fund itself. He stated that we can sell the older SCBA's, and probably make enough to fund NIESA's portion. Mr. Hanna and Mr Galbreath felt that the newer SCBA packs should be kept within NIESA and the older packs should be the ones sold. Discussion followed.

Mr. Hanna indicated it was his understanding that each department must submit for their own grants. Chief Siegel that was correct. Mr. Hanna asked if Leroy could use the grant information submits by Williamston. Chief Siegel advised that they could, all they have to do is change the names and the amounts. Mr. Hanna asked that the information be shared with Leroy.

Chief Siegel also advised that Williamston is preparing a grant application for a ladder truck.

Steve McGuire, EMS Supervisor: Advised that NIESA's calls for April were down. They responded to 55 calls. 17 calls were refusals, and the Leroy station took 6 calls.

Last Wednesday night was the final exam for the EMT class. There were a total of 14 students in the class and 11 individuals passed the final and 3 failed. Two of those individuals that failed the exam were removed from the class, and one is going to be allowed to retake the exam.

The practical exam for the class is next Monday, and when that is completed they will know how many individuals they will be sending to take the National Registry test. Discussion followed.

Mr. Hanna asked if everyone had paid for the class. Mr. McGuire was not sure but he will check into it.

Mr. McGuire indicated that he has been fielding several phone calls regarding our education program and feels we will have to turn people away from our next EMT class. Discussion followed.

Charles Galbreath- Biller: Does not have a report for last month. However we did receive a \$17,000 payment from medicare this week, and we are on schedule to make the budget amount.

Comments from Office Manager (Agenda IX):

Nothing at this time.

Comments from Board Members (Agenda X):

Mr. Wilbrink reminded everyone that there is a Management Meeting on May 11th at the Leroy Station.

Comments from Association Members (Agenda XI):

Nothing at this time.

Public Comment (Agenda XII):

Mr. McGuire indicated he had an amendment to the EMS Instructor Coordinator job description. Under the requirements section, item #5, "and PALS" needs to be removed. He indicated that the State of Michigan does not require instructors to have "PALS." Discussion followed.

Motion by Mr. Cole to amend the EMS Instructor Coordinator standard operating guideline, dated April 1, 2010, to remove "and PALS" from the requirements section, item #5, seconded by Mr. Wilbrink. Motion carried.

Closed Session (Agenda XIII):

Motion by Mr. E. Griffes to enter into closed session at 7:30 pm to consider the sale or lease of real property under MCL 15.628(d), seconded by Mr. Hale. Motion carried.

Motion by Mr. E. Griffes to end the closed session and return to the open meeting at 7:46 pm, seconded by Mr. Cole. Motion carried

Open Session :

Returned to open session at 7:47 pm

Motion by Mr. Wilbrink to accept the offer for purchase of the 627 E Grand River building as presented in the closed session, seconded by Mr. Hale. Motion carried.

Adjournment (Agenda XIV):

Motion by Mr. E Griffes to adjourn the meeting at 7:48 pm seconded by Mr. Hale. Motion carried.

Paula M Curtis, Secretary

Date