



# Township Ambulance Authority

Regular Meeting Minutes – March 28, 2017  
Mancelona Station 7:00 PM

Present: Terry Smith (Forest Home), Rick Teague (Helena), Roxann Flake (Custer), Ed Sayre (Mancelona), Pete Hoogerhyde (Star), and Wendy Hummel (Chestonia)

Absent: Martin Franckowiak (Warner), Representative (Kearney Township) and Stan Bean (Central Lake)

Others Present: Wendy Dawson (Systems Director)

## BUDGET MEETING MINUTES

7PM

Motion to approve agenda presented by motion by Roxann Flake 2<sup>nd</sup> by wendy hummel, to approve agenda as printed. Motion carried.

No public comment regarding the budget.

President presented proposed budget – read budget spreadsheet by item. Gave reasoning for increase/decrease proposed by exec committee meeting.

President informed board that executive board had sought insurance review (worker's comp, liability, etc.). Now that the TAA has a business history – there's the opportunity to move workers comp into accident fund. This should make this year's premium close to half the cost of last years.

Roxann questioned what the increase to the Accumed line-item amount. Anticipation of increased revenue means increased fee payment to Accumed. Projecting to see a significant improvement.

Discussion regarding proposed budget – Mr. Sayre indicated that he would not vote on the budget as proposed.

Change to budget line item wages from \$680,000 to \$700,000 (employee wages/ increase total budget 1,346,000.60

Clear in the understanding that the proposed budget change.



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Motion to proceed with budget? No.....

Tried to simplify budget – Roxann proposed change from categorical budget

Change meeting schedule to monthly meetings?

Revisit how business is conducted by the board.

Closed budget hearing not having decided anything. Will revisit 2017/2018 FY Proposed Budget at Special Hearing.

Open regular meeting – 8:08 pm

Add special meeting to agenda and review meeting schedule for 2017/2018 motion presented by Rick, seconded by R. Flake. Motion carried.

Motion to approve minutes from the November 29, 2016 meeting presented by R. flake seconded by Ed Sayre, motion carried.

Motion to approve bills in 11/16/16-1/23/17 – approve being notified that these bills have been paid by R. Flake 211,910.21 seconded by R. Teague. Motion carried.

Approve bills in 1/24/ motion to approve the notification that bills have been paid in the amount of \$186,128.54. presented by R. Flake, seconded by R. Teague. Motion carried.

Budget not approved – needs to be corrected.

Director introduced information regarding QAAP. State of Michigan, Department of Health and Human Services new audit. TAA received an audit request for the period of October 1, 2104 to September 31, 2015. Did not collect any funds during part of this time. As the TAA was under the management of Allied EMS. The period the TAA was in business as separate entity was at April 1, 2015 to September 30, 2015. Explained the reasoning for the audit. Provided the board with letter Quality assessment and assurance program. The state can't tax EMS programs, so the plan is to assess a program fee. The fee will be between 1% and 6% of revenue collection. State has since provided clarification because audit request was vague.



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Motion by R. Flake appoint President as responsible party to sign the QAAP form for filing with the State. Seconded by P. Hoogerhyde. Motion passed.

Motion by R. Flake to approve 0-11 Workplace Safety, for the employee handbook. Seconded by P. Hoogerhyde with corrections. Motion approved

Motion presented by P. Hoogeryde to accept 0-12 Hazardous Materials/Situations Response for the employee handbook with corrections, second by R. Flake. Motion approved.

Motion to approve \$500 for Bass Festival Community Promotion by R. Flake, second by E. Sayre. Motion approved.

Special budget hearing to be set for 4/3/17 @ 2:30 for more detailed budget information to be present.

Motion to change board meeting schedule presented by P. Hoogerhyde, to the last Tuesday of every month instead of bimonthly. Motion seconded by W. Hummel. Motion carried.

Old Business – None.

Public Comment – none.

Meeting adjourned 8:47 pm

## **REGULAR MEETING MINUTES 3/28/17 – 7:00 PM**

**Present:** Terry Smith (Forest Home), Rick Teague (Helena), Roxann Flake (Custer), Ed Sayre (Mancelona), Rolland Kotz (Kearney) and Pete Hoogerhyde (Star), Wendy Hummel (Chestonia), Stan Bean (Central Lake)

**Absent:** Martin Franckowiak (Warner), Representative (Kearney Township)

**Others Present:** Wendy Dawson (Systems Director)



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Regular Meeting called to order at 7:00 pm – Pledge of allegiance

Motion to approve the agenda by E. Sayre, 2<sup>nd</sup> by R. Flake, motion carried.

Motion to approve Minutes from September 27, 2016 Board Meeting presented by R. Flake, 2<sup>nd</sup> Hoogerhyde, motion carried.

Motion to approve bills in the amount of \$211,938.65 presented by Flake 2<sup>nd</sup> by Sayre, motion carried.

## **NEW BUSINESS:**

President, updated about event attended with TAA Director in Frankenmuth. Informed about High-Performance CPR. Authority has been doing this for several years, per Director.

- Director advised on new trend of Well-checks after incident/hospital stay with a high-priority illness/event which helps to reduce re-admission to the hospital. Insurance companies starting to pay for wellness rechecks after. Kalkaska is starting to do this and Munson will start performing training after the first of the year to start the wellness check procedures. Director has been in contact with Accumed to work out the billing end of the procedure. Ten county area would potentially launch this in the Spring/Summer. Five ambulances right now is a good place to start. Different vehicles were mentioned, but doing checks with the actual ambulance is the better idea in the event that someone ended up with a potential life threat.

Director reported that 2017 Ambulance Safety standards will be changing ie, safety inspections/cupboard design on the inside. Changing things as to how an ambulance is outfitted on the inside. Sayre asked about NFPA regulations and does EMS have to follow their standards.

Run volume report – Director

Provided Torch Lake Township & Central Lake Rescue w/education.

Central Lake Day was successful and they would like to do it again in February 2017 Cleo Purdy Foundation and Ryan Shay.



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Updated on CPR for High School Coaches in Alba.

ACES meeting – mostly the fire chiefs from the area – from that meeting having issues in the communities regarding recreational drugs. These drugs provide dangers to EMS personal that haven't necessarily been seen before. New class of drugs are 10,000 stronger than morphine. Very sedative and a huge health risk to the user and the health care provider to have drug induced symptoms. Spent time talking with TNT and local Sheriff's department / ACES requested that education be provided to their personnel.

President received letter from Village of Bellaire checked with manager and their DDA. A property description was incorrect and corrected.

Warner Twp – License to 160 acres where the Iron Works is going. Small impact by not taxing this property.

Treasurer – brought up DDA opt out. President reported we currently collecting \$35 off of 2 parcels.

Discussion regarding Otsego clinic directly calling the ambulance from GUARD/Otsego EMS when they should be contacting TAA – there's a direct line that should dispatch Antrim - talk of how to avoid liability issues. Wendy indicated she's spoken to TAA attorney regarding liability and he stated that it isn't a liability on TAA part because we are not being toned out so not a TAA issue. Hoogerhyde requested that a letter be sent to the individual at the State who is aware of the situation but not willing to do anything to correct the situation.

President will follow up with attorney regarding the dispatch issue with OMH/Clinic. Prohibiting us from providing services to our tax payers.

Next meeting – 1/31/17

**OLD BUSINESS:** None.

There being no further matters before the board, meeting adjourned at 7:45 pm

Shannon Johnson  
Township Ambulance Authority  
Administrative Assistant