



**Lapeer County EMS**  
 3565 Genesee Road Lapeer, MI 48446  
 Phone: (810) 664-2927 Fax: (810) 664-3749  
 www.lcems.org



**BOARD OF DIRECTORS MINUTES**  
**June 15, 2017**

A meeting of the Lapeer County EMS Board of Directors was held on Thursday June 15, 2017 at the LCEMS Administrative Office located in Lapeer, MI. Chairman, Al Ochadleus called the meeting to order at 9:00 am.

**Roll Call Attendance:**

Chris Tippen	Al Ochadleus	Lynn Hoffman
Julie Schlaud	Tom Youatt	Mavis Roy

**Absent:** Tina Papineau

**Municipality Representatives:**

Bill Marshall – Lapeer Township	Eldon Card – Oregon Township
Ann Derderian – Metamora Township	

**Lapeer County EMS:**

Kieth Rumbold: Executive Director	Russ Adams: Operations Manager
Carla McCormack: Recording Secretary/Office Manager	
Paul Axon: Road Supervisor	Art White: EMT-B

**Visitors:**

Galland Burnham

**Additions to/Approval of Agenda:**

**17-75**

Motion by T. Youatt, seconded by C. Tippen, to approve the agenda as revised per the handout. No discussion from the board or public. Motion carried, 6-0.

**Approval of May 18, 2017 Regular Meeting Minutes**

**Approval of May 30, 2017 Special Board Meeting Minutes**

**17-76**

Motion by J. Schlaud, seconded by C. Tippen to approve the May 18<sup>th</sup> and May 30<sup>th</sup> minutes as presented. No discussion from the board or public. Motion carried, 6-0.

**Approval of May 2017 Budget & Financial Report**

**17-77**

Motion by L. Hoffman, seconded by J. Schlaud, to approve the May 2017 Budget & Financial Report as presented. No discussion from the board or public. Motion carried, 6-0.

**Public Comment:** None

**Agenda Action Items:**

**A. Finance Committee Recommendations**

**1. Vehicle:** The finance committee recommends the purchase of the 2016 GM G4500 Diesel Wheeled Coach Type III which includes the new Stryker Performance Pro cot.

**17-78**

Motion by C. Tippen, seconded by J. Schlaud, to accept the finance committee recommendations. No further discussion from the board or public. Roll call vote taken:

Julie Schlaud – yes	Chris Tippen – yes	Lynn Hoffman -yes
Al Ochadleus – yes	Mavis Roy – yes	Tom Youatt – yes

Motion carried, 6-0.

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Discussion about Kieth and Paul looking at (2) Used Chevy Tahoes in Canada. The finance committee has decided to purchase (1) new echo unit.

**2. Policy and Procedure Manual:** will be discussed later in the meeting

Discussion about developing a purchasing policy.

Discussion about having a July Budget Review.

**B. Revisit 2015 Proposed Board of Director's By-Law Changes:** K. Rumbold noted that during CAAS recertification, he found that our attorney at the time had drafted new by-laws (pages 31-35 of board packet). Kieth also referenced the current by-laws in the board packet (pages 36-37). The board at this time would like to revisit this issue at the next board meeting in July 2017

**C. Billing:** K. Rumbold noted that the time has come to make a decision in regard to billing. The recommendation is to outsource billing. Discussion ensued in regard to: cost, contract, turn-around time, cancellation/out clause.

**17-79**

Motion by T. Youatt, seconded by Schlaud, to authorize the administration management to finalize contract details with outside billing and to present at the next board meeting. No further discussion. Roll call vote taken:

Lynn Hoffman – yes

Al Ochadleus - yes

Julie Schlaud – yes

Mavis Roy – yes

Tom Youatt – yes

Chris Tippen – yes

Motion carried, 6-0.

**D. Policy & Procedure Manual:** K. Rumbold noted that we are in the process of submitting our CAAS renewal. The updated Policies and Procedures have been reviewed by our attorney, Robert Seibert, and he had deemed them in compliance with state and federal law.

**17-80**

Motion by J. Schlaud, seconded by M. Roy, to approve the Policy & Procedure Manual as reviewed. No discussion from the board or public. Motion carried, 6-0.

**Director's Report:**

**A. Activity Report/Fractile Analysis May 2017:** The report(s) in the board packet were referenced.

**B. Update on Amended Local Agreement:** Have not heard back from Secretary of State. Will be calling them soon to get an update.

**C. Lakestone Line of Credit:** The line of credit is paid off and account is closed.

**D. Vehicle Update:** We will order new ambulance – 3 to 4 months before we take delivery.

**E. GPS Update:** The trial went well with initial unit. We have ordered more units.

**F. Station Six Update:** The building in Metamora is in the process is being sold with our lease. it looks like our time will be limited to 2-3 years.

**G. Update from Attorneys:** At our last special board meeting, we directed our attorney to file a motion to dismiss the lawsuit. The motion hearing is scheduled for July 17, 2017 @ 10:30am.

**Vehicle Maintenance Report:** P. Axon referenced the handout.

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**Committee Reports:**

- A. Personnel Committee (Papineau, Roy, Schlaud, Rumbold):** The personnel committee meeting scheduled for today 6/15/17 was cancelled. Will reschedule the next time there is a regular or special board meeting.
- B. Finance Committee (Tippen, Youatt, Ochadleus, Rumbold):** Discussed earlier.
- C. Negotiations Committee (Hoffman, Ochadleus, Papineau, Rumbold):** None
- D. Interlocal Committee (Hoffman, Ochadleus, Schlaud, Rumbold):** None
- E. Facilities Committee (Hoffman, Youatt, Ochadleus, Rumbold):** Will also meet the next time a board meeting is scheduled (regular or special).

**Discussion:** None

**Public Comment:** When is the next personnel committee meeting.

**17-81**

Motion by J. Schlaud, seconded by T. Youatt to go into closed session at 9:32 am. No discussion from the board or public. Motion carried, 6-0.

**17-82**

Motion by T. Youatt, seconded by L. Hoffman to return to the regular board meeting at 9:46 am. No discussion from the board or public. Motion carried, 6-0.

**Adjournment:**

**17-83**

Motion by J. Schlaud, seconded by A. Ochadleus, to adjourn at 9:47 am. No discussion from the board or public. Motion carried, 6-0.

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Al Ochadleus, Board Chairman

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Chris Tippen, Board Treasurer/Secretary

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Carla McCormack, LCEMS Office Manager/Recording Secretary

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