



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



REGULAR MEETING  
BOARD OF DIRECTORS MINUTES  
June 18, 2018

A meeting of the Lapeer County EMS Board of Directors was held on Thursday June 18, 2018 at the LCEMS Administrative Office located in Lapeer, MI. Chairman, Al Ochadleus called the meeting to order at 9:10 am.

**Roll Call Attendance:**

Tina Papineau	Chris Tippen	Mavis Roy
Al Ochadleus	Julie Schlaud	Tom Youatt

**Absent:**

Robert DeTavernier

**Municipality Representatives:**

Bill Marshall: Lapeer Township  
Ann Derderian: Metamora Township

**Lapeer County EMS:**

Russ Adams: Executive Director (via phone conference call)  
Andrew Ringwelski: Road Supervisor  
Carla McCormack: Administrative Manager/Recording Secretary  
Rick Radzwion: EMT-B/IAEP

**Visitors:**

None

**Additions to Agenda/Approval of Agenda**

**18-39**

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

**Approval of May 17, 2018 Regular Meeting Minutes**

**18-40**

Motion by J. Schlaud, seconded by T. Papineau, to approve the minutes as presented. No discussion from the board or public. Motion carried, 6-0.

**Approval of May 2018 Budget & Financial Reports**

**18-41**

Motion by C. Tippen, seconded by J. Schlaud, to approve the May budget and financial reports as presented. No discussion from the board or public. Motion carried, 6-0.

**Public Comment:**

None

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**Agenda Action Items:**

**A. Finance Committee Recommendations:**

B.

1. **Health Benefits** – It is the recommendation of the finance committee to renew our agreement with Burnham & Flower and to renew our benefits with the same coverage with BCBS and UNUM.

**18-42**

Motion by J. Schlaud, seconded by M. Roy to accept the recommendation of the finance committee for health benefits. Discussion ensued. Roll call vote:

Mr. Youatt – yes	Mrs. Papineau – yes	Mr. Tippen – yes
Mr. Ochadleus – yes	Mrs. Schlaud – yes	Mrs. Roy – yes

Motion carried, 6-0.

2. **Station One** – It was noted that \$75,000 is the firm number to purchase station one. It is the recommendation of the finance committee to authorize the director to enter into a purchase agreement.

**18-43**

Motion by T. Youatt, seconded by C. Tippen, for the EMS Authority to purchase the property building for station one from the City of Lapeer for \$75,000. Discussion ensued. Roll call vote taken:

Mr. Tippen – yes	Mr. Ochadleus – yes	Mrs. Papineau – yes
Mrs. Roy – yes	Mrs. Schlaud – yes	Mr. Youatt – yes

Motion carried, 6-0.

3. **Architects Proposal** - It was noted that the finance committee is having Russ contact DAS Architects for an additional architectural quote.

4. **Station 8 Lease Terms:** It was noted that the lease terms for leasing the property for station eight in Dryden/Almont area are reasonable for \$1,600. The owner is offering to make modifications to the existing garage for an additional \$400 per month.

5. **Website Management Agreement** – It was noted that Jeff Satkowski will no longer be hosting our website at the end of the year. The quote from Visual Communicator is similar to what we are currently paying, and the finance committee is recommending that we approve the agreement.

**18-44**

Motion by J. Schlaud, seconded by T. Papineau, to approve the contract with Visual Communicator as presented. No discussion from the board or public. Roll call vote:

Mrs. Schlaud – yes	Mr. Tippen – yes	Mr. Ochadleus – yes
Mrs. Roy – yes	Mr. Youatt – yes	Mrs. Papineau – yes

Motion carried, 6-0.

- C. **Approval of Policy #302 Harassment in the Workplace:** It was noted that the language was approved by our attorney and we are looking for approval from the board to send the policy to the union. Rick Radzwion noted that the Union did not have any issues with the policy.

**18-45**

Motion by T. Youatt, seconded by T. Papineau, to adopt Policy #302 Harassment in the Workplace effective today. No discussion from the board or public. Roll call vote taken:



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Mrs. Roy – yes  
 Mrs. Schlaud – yes  
 Motion carried, 6-0.

Mr. Ochadleus – yes  
 Mr. Youatt – yes

Mrs. Papineau – yes  
 Mr. Tippen – yes

**Director’s Report:**

- A. Activity Report May 2018:** Russ referenced the activity report in the board packet.
- B. Sick Leave Donation Program:** Russ noted that he was approached by the Union for one of our members. It is our intent for this to be added to our active negotiations with our union.
- C. AEDs and Training:** Russ noted that we cannot give equipment to organizations. However, we would like to start a leasing program to make AEDs and training available. Last year we had 0 activations of public AEDs. We would like to develop cost, criteria, guidelines, grant funding, etc. The board agreed to move forward with the project and present a proposal.

**Vehicle Maintenance Report May 2018:**

Russ referenced the vehicle maintenance handout.

**Committee Reports**

- A. Personnel Committee (Papineau, Roy, Schlaud, Adams): None
- B. Finance Committee (Ochadleus, Tippen, Youatt, Adams): Discussed Earlier
- C. Negotiations Committee (Ochadleus, Papineau, Adams): Second meeting is scheduled for July 9, 2018 at 9:00 am in the board room.

It was noted that at this time the board would like to address the Sick Leave Donation Program and make a motion:

**18-46**

Motion by T. Youatt, seconded by J. Schlaud, to authorize the director in conjunction with the union to move forward for this employee to approve it effective today pending union negotiations.

No further discussion from the board or public. Roll call vote taken:

Mrs. Papineau – yes                      Mr. Tippen – yes                      Mrs. Roy – yes  
 Mr. Ochadleus – yes                      Mrs. Schlaud – yes                      Mr. Youatt – yes

Motion carried, 6-0.

**Closed Session for Legal Updates:**

**18-47**

Motion by C. Tippen, seconded by J. Schlaud, to enter closed session to discuss legal updates at 9:47 am. No discussion from the board or public. Motion carried, 6-0.

**18-48**

Motion by T, Papineau, seconded by C. Tippen, to return to open session at 9:53 am. No discussion from the board or public. Motion carried, 6-0.

**Discussion:** The board liked the new format of the vehicle maintenance report.

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**Public Comment (limited to 3 minutes):** Discussion about station one.

**Adjournment:**

**18-49**

Motion by T. Youatt, seconded by C. Tippen to adjourn at 9:58 am. No discussion from the board or public. Motion carried, 6-0.

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Al Ochadleus, Chairman

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Chris Tippen, Treasurer/Secretary

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Carla McCormack, Recording Secretary/Administrative Manager

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