



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



**SPECIAL MEETING
BOARD OF DIRECTORS MINUTES
December 6, 2017 @ 9:00 AM**

Roll Call Attendance:

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

Absent:

None

Municipality Representatives:

Eldon Card – Oregon Township

Lapeer County EMS:

Kieth Rumbold: Executive Director
Russ Adams: Operations Manager
Carla McCormack: Office Manager
Art White: EMT-B

Visitors:

Galland Burnham

Additions to Agenda/Approval of Agenda

Letter from Deerfield Township

17-131

Motion by T. Youatt, seconded by M. Roy, to approve the agenda as amended. No discussion from the board or public. Motion carried, 7-0.

Public Comment:

None

Agenda Action Items:

A. **Deerfield Township Letter:** K. Rumbold referenced the letter.

17-132

Motion by L. Hoffman, seconded by C. Tippen, to pay them back at the end of three years pursuant of the by-laws minus the assessment they owe us. Roll call vote taken:

M. Roy – yes	T. Papineau – yes	Mr. Tippen – yes	L. Hoffman – yes
A. Ochadleus – yes	J. Schlaud – yes	T. Youatt – yes	

Motion carried, 7-0

B. **Time and Date of Annual Meeting:**

17-133

Motion by J. Schlaud, seconded by T. Youatt to hold the Annual Meeting following the regular board meeting on December 21. 2107 at 10:00am. Discussion ensued. Motion carried, 7-0

17-134

Motion by T Youatt, seconded by J. Schlaud, to go into closed session at 9:07 am for an employee concern. No discussion from the board or public. Motion carried, 7-0.

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 December 6, 2017 @ 9:00 AM
 Page 2**

17-135

Motion by T. Youatt, seconded by C. Tippen, to return to the special meeting at 9:11 am.

C. **Outsourcing Payroll:** K. Rumbold referenced the handout from ADP.

17-136

Motion by T. Youatt, seconded by C. Tippen, to table payroll until the next board meeting. Discussion ensued. Motion carried, 7-0.

17-137

Motion by T. Youatt, seconded by L. Hoffman, to approve the service plan with Physio Control in the amount of \$6,534. Roll call vote taken:

Schlaud: yes	Tippen: yes	Hoffman: yes	Ochadleus: yes
Roy: yes	Youatt: yes	Papineau: yes	

Motion carried, 7-0.

D. **Personnel Committee Recommendations**

a. **Job Description for Administrative Manager:** referenced the handout

17-138

Motion by T. Papineau, seconded by J. Schlaud, to approve the job description. Discussion ensued. T. Papineau withdrew her motion and asked that it be tabled until the December regular board meeting.

b. **Executive Director:** K. Rumbold put in his notice to resign effective January 18, 2018.

17-139

Motion by T. Youatt, seconded by J. Schlaud, to accept Kieth's resignation with regret and appreciation for all that he has done with his last date of employment being January 12, 2018. Discussion from the board. Motion carried, 7-0

c. **Interim Director:**

17-140

Motion by M. Roy, seconded by J. Schlaud, to put Russ in at Interim Director effective January 12, 2018 and get the position posted ASAP. Discussion ensued. Motion carried, 7-0.

E. **Discuss Vehicles:** K. Rumbold noted that two demo vehicles were still available. Discussion ensued. It is the intent of the board to purchase new ones.

F. **Christmas Party:** K. Rumbold noted that the Christmas party is Friday December 15, 2017 at 7:00 pm and wanted permission to purchase a door prize. It is the board's intent to not spend funds but to look into donations.

Discussion:

None

Adjournment:

17-141

Motion by T. Youatt, seconded by C. Tippen, to adjourn at 9:43 am. No discussion from the board or public. Motion carried, 7-0.



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Al Ochadleus, Chairman

Chris Tippen, Treasurer/Secretary

Carla McCormack, Recording Secretary/Office Manager

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