



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



**BOARD OF DIRECTORS MINUTES**  
**July 20, 2017**

A meeting of the Lapeer County EMS Board of Directors was held on Thursday July 20, 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:**

Mavis Roy	Tina Papineau	Chris Tippen	Lynn Hoffman (9:07am)
Al Ochadleus	Julie Schlaud	Tom Youatt	

**Absent:** None

**Municipality Representatives:**

Bill Marshall – Lapeer Township  
 Nina Suter – Elba Township  
 Ann Derderian – Metamora Township

**Lapeer County EMS:**

Russ Adams: Operations Manager  
 Carla McCormack: Recording Secretary/Office Manager  
 Paul Axon: Road Supervisor

**Visitors:** None

**Additions to/Approval of Agenda:**

Agenda Action Item F. Warranty & Maintenance Agreement for Zoll Monitors  
 Agenda Action Item G. Trauma Grant

**17-84**

Motion by T. Youatt, seconded by M. Roy, to approve the agenda as modified. No discussion from the board or public. Motion carried, 6-0.

**Approval of June 9, 2017 Special Board Meeting Minutes**

**Approval of June 15, 2017 Regular Board Meeting Minutes**

**17-85**

Motion by C. Tippen, seconded by M. Roy, to approve the June 9<sup>th</sup> and June 15<sup>th</sup>, 2017 minutes as presented. No discussion from the board or public. Motion carried, 6-0.

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

**17-86**

Motion by J. Schlaud, seconded by T. Youatt, to approve the June 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**

**Budget Amendments**

**17-87**

Motion by J. Schlaud, seconded by T. Youatt, to approve the budget amendments as recommended by administrative management. No further discussion from the board or public. Roll call vote taken:

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Mr. Youatt – yes  
 Mr. Ochadleus – yes  
 Motion carried, 6-0.

Mrs. Papineau – yes  
 Mrs. Schlaud – yes

Mr. Tippen – yes  
 Mrs. Roy – yes

Lynn Hoffman arrived at 9:07 am.

**B. Personnel Committee Recommendations**

**2% Increase**

**17-88**

Motion by T. Youatt, seconded by C. Tippen, to take the recommendation of the personnel committee and make the 2% increase within the line items as presented. Discussion ensued. Roll call vote taken:

Mr. Tippen – yes  
 Mr. Hoffman – yes  
 Mr. Youatt – yes  
 Motion carried, 7-0.

Mr. Ochadleus – yes  
 Mrs. Schlaud - yes

Mrs. Papineau – yes  
 Mrs. Roy – yes

**C. Approve Billing Contract and Authorize Treasurer to sign:** R. Adams referenced the board packet.

**17-89**

Motion by J. Schlaud, seconded by M. Roy, to authorize Executive Director and Treasurer to execute the contract as presented. Discussion ensued. Roll call vote taken:

Mrs. Schlaud – yes  
 Mr. Ochadleus – yes  
 Mrs. Papineau – yes  
 Motion carried, 7-0.

Mr. Tippen- yes  
 Mrs. Roy – yes

Mr. Hoffman – yes  
 Mr. Youatt – yes

**D. 2015 Proposed Board of Directors By-Law Changes:** R. Adams referenced the board packet.

**17-90**

Motion by C. Tippen, seconded by J. Schlaud, to approve and accept the By-Law Changes as reviewed by attorney and recommended by administrative management. No discussion from the board or public.

Roll call vote taken:

Mr. Hoffman – yes  
 Mrs. Schlaud – yes  
 Mr. Tippen – yes  
 Motion carried, 7-0.

Mr. Ochadleus – yes  
 Mrs. Roy – yes

Mrs. Papineau – yes  
 Mr. Youatt – yes

**E. Approval of Policies:** R. Adams referenced the board packet.

**17-91**

Motion by T. Youatt, seconded by L. Hoffman to adopt all policies as presented to the board. Discussion ensued. Motion carried, 7-0.

**F. Warranty & Maintenance Agreement for Zoll Monitors:** Russ referenced the board packet

**17-92**

Motion by T. Youatt, seconded by J. Schlaud, to approve the one-year preventative maintenance at \$2,295. Discussion ensued. Roll call vote taken:

Mrs. Roy – yes  
 Mr. Hoffman – yes  
 Mr. Youatt – yes  
 Motion carried 7-0.

Mrs. Papineau – yes  
 Mr. Ochadleus – yes

Mr. Tippen – yes  
 Mrs. Schlaud – yes

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**G. Trauma Grant:** R. Adams noted that equipment is needed to stock the Disaster Trailer. We have been approved by the Division Three Trauma District Coalition (State of Michigan) to purchase \$20,000 in equipment and then we will get reimbursed.

**17-93**

Motion by T. Youatt, seconded by J. Schlaud, accept the grant to upgrade the trailer and to allow management to make purchases and get refunded by the State of Michigan. Discussion ensued. Roll call vote taken:

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

Motion carried, 7-0.

**Director's Report:**

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

**B. Update on Amended Local Agreement:** It was authenticated by the State of Michigan and there is a copy of the letter in the board packet.

**C. Vehicle Update:** There is a new ambulance is sitting out front for everyone to look at. We are awaiting licensing from the State. The insurance replacement ambulance should be here next week.

**D. GPS Update:** The GPS systems have been installed in all the units.

**E. Station Six Update:** The building located in the Village of Metamora was sold and our lease will not be honored. The terms on the second building located on M-24 in Metamora have been renegotiated.

**F. Lawsuit Update:** There was a hearing on Monday July 17, 2017 and our summary disposition was granted, barring an appeal, the lawsuit is over.

**G. City of Lapeer Capture Letter – 2<sup>nd</sup> Notice:** The board packet was referenced. The Board directed Management to respond to the letter stating that the return of requested funds should go through the County of Lapeer. LCEMS can refund the County and the County can then refund Lapeer DDA.

**H. Corrective Action Plan:** The board packet was referenced.

**I. Warranty & Maintenance Agreement for Zoll Monitors:** This was referenced earlier.

**J. Letter to Municipal Partners:** The Board would like the letter sent out to all the Municipal Boards and County Commissioners in Lapeer County by August 1, 2017.

**K. Budget Meeting in August:** A budget meeting for 2018 needs to be scheduled for August. It is recommended that one person from each committee attend.

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

Discussion about adding mileage to reports.

Discussion about needing to purchase three ambulances next year.

Discussion about purchasing a new Echo unit (quasi ambulance)

**Committee Reports:**

**A. Personnel Committee (Papineau, Roy, Schlaud, Rumbold):** Discussed earlier

**B. Finance Committee (Tippen, Youatt, Ochadleus, Rumbold):** Discussed earlier. Need future meeting for 2018 Budget.

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**C. Negotiations Committee (Hoffman, Ochadleus, Papineau, Rumbold):** None. Will be calling a meeting in the future.

**D. Interlocal Committee (Hoffman, Ochadleus, Schlaud, Rumbold):** None

**E. Facilities Committee (Hoffman, Youatt, Ochadleus, Rumbold):**

Metamora: It was noted that we are looking at a second location in Metamora (3716 S. Lapeer Road, Metamora, MI) for \$1,500/month. We are recommending to the board to execute a 1-year lease effective August 1<sup>st</sup> subject to legal review.

**17-94**

Motion by C. Tippen, seconded by J. Schlaud, to accept the facilities committee's recommendation. No discussion from the board or public. Motion carried, 7-0.

Burnside: It was noted that the cost to update and renovate this location is extensive and not within budget. We are recommending that the Executive Director write a letter thanking Burnside Township and letting them know we are still looking for a base in the area.

**Discussion:**

M. Roy would like to see the new rig in the Blueberry Festival Parade with a "Thank you Lapeer County" banner.

T. Youatt noted that he and Kieth Rumbold attended Metamora Township's board meeting and asked them to reconsider paying the 2016 assessment.

J. Schlaud would like more information regarding getting cameras for station four. T. Youatt asked that the quote be emailed to the board members and added to August's Agenda for board action.

**Public Comment:**

W. Marshall wanted to know if the new bases can be staffed and asked if we were actively pursuing staff from Universal (Grand Blanc) because they just closed.

**Adjournment:**

**17-94**

Motion by J. Schlaud, seconded by T. Youatt, to adjourn at 10:10 am. No discussion from the board or public. Motion carried, 7-0.

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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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