

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**

June 7, 2023

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY was held on Wednesday, June 7, 2023, at 7:00 PM in the Elizabethtown Borough Council Chambers, 600 South Hanover Street, Elizabethtown, Pennsylvania, 17022.

The meeting was called to order by Chairperson Debra Dupler.

Roll call: Debra Dupler, Justin Risser, Jeffrey Butler, Rodney May, J. Marc Hershey, Jeffrey Hudson and Benjamin Bruckhart were present. Roger Snyder was absent. Also present was David Jones, Authority Solicitor.

Ms. Dupler announced that the Board met in executive session at 6:30 PM to discuss a personnel issue involving the hiring of an Implementation Manager.

Ms. Dupler opened the meeting for public comment. None were heard.

The Board unanimously approved the minutes for the May 3, 2023 meeting of the Board by a motion made by Mr. Hershey and seconded by Mr. May.

West Donegal Township Manager John Yoder, representing the Revenue Fee Model Committee, provided an update of the work of the Committee. He stated that 2022 call data was analyzed to determine occupancy category. The call numbers did not include areas of municipalities that are currently served by an organization other than Northwest EMS but would be part of the MESA service area. The percentages of the various occupancy categories were then used to calculate the unit fee for each defined category.

The Board discussed how accurate employee counts will be determined for those classifications that are employee based.

The Board also discussed the importance of being able to explain the fee calculation and any differences there may be from the current "membership" rates of Northwest EMS to fees imposed by the Authority.

Mr. Yoder suggested that the revenue shortfall intended to be addressed through the implementation of a fee may be less than anticipated if the Authority's service area is less than that served by Northwest EMS. The reduction in projected shortfall would result in a lower calculated fee.

The Board discussed mutual aid given to surrounding communities and ways to address the current imbalance of help given versus help received. It was suggested that surrounding communities be contacted regarding the need to establish new Mutual Aid Agreements with the Authority and the potential that the Authority would be seeking reimbursements in instances where non-members communities rely heavily on Authority services.

Mr. Hershey, representing the Finance Committee, indicated they will continue to review and adjust the draft budget of the Authority to reflect providing service to member communities only.

Ms. Dupler provided a summary of a meeting of the Authority Executive Board and the Northwest EMS Executive Board that was held Monday, May 15, 2023. She stated that the Northwest EMS Executive Board understands and supports the efforts of MESA. In addition, they are willing to assist, as needed, in transitioning the services being provided by Northwest EMS to MESA.

Scott Kingsboro, Executive Director of Northwest Emergency Medical Services (NWEMS), indicated work has started on establishing contracts with insurance providers for direct billing.

Mr. Kingsboro also informed the Board that the EMS crisis continues to be a focus of the state legislators and indicated he would be providing information to the Board regarding a recent committee hearing.

Mr. Jones informed the Board about his efforts to review deeds of properties that may be transferred from Northwest EMS to MESA. Of those reviewed, nothing has been discovered that would prohibit such a transfer.

On a motion of Mr. Risser, seconded by Mr. Bruckhart, the Board unanimously approved entering into an Agreement with Northwest EMS for consulting services for implementation of the transition from Northwest EMS to MESA at a rate of \$80.00 per hour, subject to the approval of the Northwest EMS Board of Directors. Mr. Jones stated he will prepare the Agreement for review by the Board.

There was general discussion regarding the details added to the timeline for getting MESA fully operational. It was suggested that completed tasks be indicated in some manner to highlight accomplishments.

The Board reviewed the informational newsletter prepared by Mr. Kirsch that is targeted for current employees of Northwest EMS. The Board agreed that it's important to keep these employees informed of the progress being made by MESA. In addition to the newsletter, the Board discussed in-person sessions with the employees and the establishment of an email address for Northwest EMS employees to contact with questions.

On a motion of Mr. Hershey, seconded by Mr. May, the Board unanimously approved the payment of bills totaling \$4,202.14 presented for payment.

The next regular meeting of the Board is scheduled to be held on Wednesday, June 21, 2023, beginning at 7:00 P.M.

A motion was made by Mr. Hershey and seconded by Mr. May, to adjourn the meeting at 8:40 P.M. All members present voted in favor of the motion.

Respectfully submitted,

Jeffrey L. Butler, Secretary