

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

September 20, 2023

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, September 20, 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, J. Marc Hershey, Rodney May, Jeffrey Hudson, and Roger Snyder were present. Also present was Jason Sabol, Authority Solicitor.

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

The Board unanimously approved the minutes for the September 6, 2023 meeting of the Board by a motion made by Mr. Snyder and seconded by Mr. Hudson.

Scott Kingsboro, Executive Director, Northwest EMS, reported that the Northwest EMS Board of Directors has decided to pay off two outstanding USDA loans and one PEMA loan.

He also reported that a letter will be sent to the PA Department of Health, Bureau of Emergency Medical Services notifying them of the change in service area and the transition to MESA.

Mr. Jason Sabol reported that a letter responding to the complaint filed with the PA Attorney General's office has been sent.

Scott Kingsboro, Implementation Manager, reported that a meeting was held with the Emergency Health Service Federation regarding certification of MESA. He also reported that James Leaming, MD, has agreed to serve as Medical Director for MESA.

Ms. Dupler announced that two question and answer sessions with Northwest EMS staff members have been scheduled for Wednesday, October 11, 2023. The sessions will be held at 8:30 AM and 6:30 PM.

The Board reviewed the presentation for the September 28, 2023 public hearing. It was agreed that Mr. Jones, Board Solicitor, would facilitate the public comment portion of the hearing. Mr.

Kirsch and Mr. Brady will document questions and replies to questions received will be posted on the MESA website within 15 days of the hearing.

Mr. Hershey circulated a proposal received from paycom for the provision of payroll services. Two additional written or telephonic quotes will be needed before the Board can take action on the selection of a payroll service provider.

Mr. Hershey informed the Board that MESA will be required to own an ambulance that is “on-site” as part of the application and inspection process for Medicare licensing. He indicated that Northwest EMS is willing to sell an ambulance to MESA for \$1.00. Northwest EMS will provide insurance coverage for the ambulance.

On a motion of Mr. Snyder, seconded by Mr. Risser, the Board unanimously approved the purchase of up to two ambulances from Northwest EMS for \$1.00 each.

On a motion of Mr. Snyder, seconded by Mr. May, the Board unanimously approved authorizing Mr. Hershey to execute the necessary documents needed to purchase ambulance units from Northwest EMS.

On a motion of Mr. Snyder, seconded by Mr. May, the Board unanimously approved the payment of three bills totaling \$71,255.76, as presented.

Mr. May stated that Elizabeth Township has met with Warwick Community Ambulance Association and another EMS agency regarding serving the Township in lieu of MESA. Mr. May indicated that no decision has been made by the Elizabeth Township Board of Supervisors.

The next regular meeting of the Board is scheduled to be held on Wednesday, October 4, 2023, beginning at 7:00 P.M.

A motion was made by Mr. Snyder and seconded by Mr. May, to adjourn the meeting at 7:40 P.M. All members present voted in favor of the motion.

Respectfully submitted,

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Jeffrey L. Butler, Secretary