

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

October 25, 2023

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, October 25, 2023, at 6:00 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, J. Marc Hershey and Roger Snyder were present. Jeffrey Butler and Jeffrey Hudson were absent.

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

The Board unanimously approved the minutes for the October 4, 2023 meeting of the Board by a motion made by Mr. Hershey and seconded by Mr. Risser.

Revenue fee model - no changes. 1 objection from the 6 municipalities in total. Meeting with Diversified on November 3rd at 8:00 am. Plan to go over the billing structure, Meeting will be held at WDT.

NWEMS - update- banquet on Friday night 10/27/23

Authority report - meeting monday at Etown Boro to go over Employee manual. Discussion about getting applicants to get a TB test. Concentra will be asked to do this test to get a baseline.

Mutual Aid agreements - work in progress. Did we settle on \$350? Discussion on costs of a call. Board settled on \$300 (½ the cost of dispatching a truck).

Orphans court filing - few changes. Discussion about changing the effective date from January 1 to January 7th (end of the pay period from NWEMS).List of assets for the Resolution will be done by Scott Kingsboro with FMV used as the value of the assets. Values of assets aren't imperative because it's a list of assets for \$1.

Sublease of Norlanco property - pretty straight forward for \$1. Advice by Dave about making sure insurance values are correct for the property. Discussion about Manheim property and subleasing it out to the county for \$1. Nothing committed as of yet. Discussion about keeping 1 bay for MESA to store a truck. NWEMS will take action to lease out the building since it's their property and not MESA's at their November meeting.

Public comment policy was introduced to the board by Dave Jones. Input was asked for time limits for speakers. Levels settled on by the board were 5 minutes and 10 minutes with authorization by the board chairman. Vote on the policy at our next meeting.

Reminder to have each member municipality make a motion to reaffirm their involvement in MESA by November 14th. Marc will send the motion to the managers to put on their agendas.

Implementation manager report - Rig 8 is leaving to go to Ohio to get re-chassised. Reimbursements changing for medicaid substantially. We will be getting mileage. Medicaid is 6% of our revenue and the reimbursements look like they may double which would be a huge bonus to MESA. Potential new cleaning service for buildings. Update at next meeting.

Timeline Discussion - insurance will be carried over to February of 2024

MESA decals - Motion to remove and decal rigs. Motion by Hershey, second by Snyder. Motion passed 4-0. Work to be done by Wolfpack at a cost of \$1,100 installed with an estimate of \$360 for labor.

Elizabeth township - Resignation of Rodney May - Motion made to accept resignation by Hershey, Second by Snyder. Motion passed 4-0

Wage Matrix - Subcommittee of Dupler, Hershey, Risser, and Butler met and discussed the starting pays of EMTs, AEMTs, paramedics, etc. Matrix goes by number of years of service and number of years of certification. Discussion about the levels that were derived. Motion to approve matrix made by Snyder, second by Risser. Motion passed 4-0.

Benefit Summary - same subcommittee met to look over benefits schedule. Medical insurance would be Highmark. Employee's spouse must take coverage from other avenues if it's possible. Schedule lays out the contribution levels for medical, dental, vision, life insurance, as well as short and long term disability, retirement, and PTO (vacation, personal days, and sick paid days). Holidays paid by MESA would be 9 holidays. Retirement would be done by NWEMS hire date. Discussion about moving vacation time from days to an hour format. The rationale is

because the days for staff and providers are not equal. Discussion about starting vacation at 48 hours and tiering to 216 hours and Marc will figure out the levels in between. Questions were asked about lumping all into PTO. The problem is that scheduling vacations should be done the month before while personal and sick days are last minute call offs. Vacation max carry over would be 48 hours. Personal days would become 48 hours as well. Sick days would be moved to 72 hours. Discussion about current employees moving days to MESA. 48 hours can be moved over for vacation. Discussion about when do employees EARN their days, at the beginning of the year or by anniversary date? General consensus was to move the pay needle and vacation and paid time off days on 1/7 to keep everything consistent. Otherwise confusion could occur. Pay increases would occur twice otherwise with years of service and years of certification both happening each year. Paid time off would be all the days given up front. This helps to prevent mass call offs at the end of the year during the holiday period and leaving trucks without staff. Dave will check if we could take back vacation days on a final paycheck for an employee who takes vacation days which were not earned and terminates employment.. Motion made to approve the benefits schedule with amendments stated. Motion by Hershey, Second by Risser. Motion passed 3-1. Snyder opposed.

Timeline discussion - proposed giving a deadline of Monday October 30th for applications to be turned in. Discussion about how much the lift test should be. Settled on 60 lbs.

Health insurance- AETNA would not provide coverage. Benecon would be underwritten by Highmark. 13 month plan starting 12/1/23. Money back option is available with Benecon. Question was asked if we can enter into a contract before the 45 day objection period is over? Dave advised MESA may have to hold off. Wondering if there could be an out clause on the agreement? Motion made into agreement with IC Benecon by Hershey, second by Risser, provided we can get an out clause drafted into the agreement. Motion passed 4-0.

Conewago inquiry about EMS coverage - update for next week.

A motion was made by Mr. Hershey and seconded by Mr. Snyder, to adjourn the meeting at 8:15 P.M. All members present voted in favor of the motion.

Respectfully submitted,

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Justin Risser, for Jeffrey L. Butler  
(Secretary)

