

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY
January 24, 2024**

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, January 24, 2024, 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, Jeffrey Butler, Roger Snyder, Jeffrey Hudson, and Jeffrey McCloud were present. Also present was David Jones, Board Solicitor.

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

The Board unanimously approved the minutes for the January 17, 2024 meeting of the Board by a motion made by Mr. Snyder and seconded by Mr. Risser.

Revenue fee model – The Board discussed changing the methodology used to determine fees based on the number of employees. In lieu of using the median earnings and total wages paid to determine Full-time Equivalent (FTE) numbers for businesses, businesses will be asked to self-report the number of employees on a form provided by MESA. The Board unanimously approved the change in methodology by a motion made by Mr. Snyder and seconded by Mr. Risser.

Northwest EMS Update and Implementation Manager Report – Mr. Scott Kingsboro, Executive Director of Northwest EMS provided the following report to the Board.

- Working on getting ESO (trip sheet program) ready for February 4, 2024 transition
- Rig #7 will go get graphics done this week
- Met Monday afternoon with Bob Enck and Robert Heiserman at the Manheim Building for an appraisal of the building.
- Working on getting things ready for February 4, 2024 transition

David Jones, Board Solicitor, reported that no further information was received from the Attorney General's office. It was suggested that a local legislator be contacted for follow-up. Mr. Jones reported that the lease with East Donegal Township has been revised and ready for signature. He also indicated that the agreement with regarding billing for services with mutual aid is ready. Work on developing a formal appeal process is continuing.

Jason Kirsch provided an overview of public relations items underway. All content for municipal websites and social media was circulated as planned. The New MESA website is live and includes FAQ's based on questions received following mailing of pre-billing informational

postcard. Board members will be provided access to common documents through a website portal. It was suggested that the adopted 2024 budget be provided on the website.

There was discussion regarding the billing period to be reflected on bills, correspondence, and website. It was agreed that the initial billing period concludes February 28, 2025. Subsequent billing periods will extend from March 1st to the last day in February.

Ms. Dupler reported that she was invited to participate in a local podcast to discuss MESA's role in providing emergency medical services. Dale Ressler, Northwest EMS Board of Directors Chairman, will join her.

The next regular meeting of the Board is scheduled to be held on Wednesday, January 31, 2024, beginning at 6:00 P.M.

A motion was made by Mr. Snyder and seconded by Mr. McCloud, to adjourn the meeting at 7:05 P.M. All members present voted in favor of the motion.

Respectfully submitted,

Jeffrey L. Butler (Secretary)