

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

June 26, 2024

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, June 26, 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, Jeffrey Butler, Justin Risser, 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.

On a motion of Mr. Snyder, seconded by Mr. Risser, the Board unanimously approved the minutes of the May 22, 2024 meeting.

MESA Financial Manager Marc Hershey provided a Fee Assessment report as of June 26, 2024. The report indicated that 88% of the budgeted fee revenue has been collected. Late notices were mailed the week of June 17, 2024. MESA staff is working to resolve issues with large outstanding accounts.

Mr. Hershey also reported the following:

- ARPA interim reports were provided to Lancaster County Commissioner's Office
- 2023 Audit is underway with White Rudy
- Insurance Agreements have been completed with Amerihealth, Capital Blue Cross, Cigna and Geisinger. Still in negotiations with Aetna, Humana & Highmark
- Meeting with representatives from East Caln Township (Chester County) on July 15, 2024
- Initial conversations with Dan & Matt at PWW (Page, Wolfberg & Wirth) on a RFP for insurance billing. Also collecting RFP examples from other EMS agencies
- Working with NWEMS Board to reconcile the A/R balance with some prepaid expenses
- USDA is continuing to resolve the release of a vehicle title for a USDA loan that was paid off at the end of 2023. This is the final asset transfer pending.

MESA Operations Manager Wade Amick provided a written report to the Board:

- The Elizabethtown Station is being re-keyed for security reasons as keys have been issued over many years without a definitive accounting for all of them.
- New cameras have been installed in all the ambulances as well as new GPS tracking software.
- The Elizabethtown Station security cameras have been updated and additional cameras installed for better coverage.
- Rig 7 is currently being repaired from the accident. It is expected to be back by early next week. It will still need cameras and the cab re-vinyl completed before going back into service.
- Rig 8 is expected to start re-chassis work beginning July 1, 2024 with completion in September.
- Due to extreme heat, staff have been allowed to wear approved t-shirts.
- Staff have been invited to complete an anonymous satisfaction and feedback survey.
- Town Hall/Meet and Greet was held with Dr. Mulcahy with staff on June 4, 2024.

Authority Manager Report – None.

Jason Kirsch provided a written update of ongoing public relation activities and website access analytics.

David Jones reported on his discussion with the Solicitor for the Elizabethtown and Donegal School Districts regarding fee payments.

The Board reviewed the proposed insurance billing process to be used by MESA staff. The process will be initiated July 1, 2024.

The Board discussed proposed changes to the MESA organizational chart following the resignation of the Authority Manager. On a motion of Mr. Snyder, seconded by Mr. McCloud, the Board unanimously approved the appointment of Wade Amick as Authority Manager, effective June 24, 2024. In addition, on a motion of Mr. Snyder, seconded by Mr. McCloud, the Board unanimously approved the MESA organizational chart, dated June 2024, effective June 24, 2024.

On a motion of Mr. Snyder, seconded by Mr. McCloud, the Board unanimously approved the payment of bills totaling \$380,296.11, as presented on Bill List 2024-09GF and payment of bills totaling \$7,262.45, as presented on ARPA Bill List 2024-12.

On a motion of Mr. Snyder, seconded by Mr. McCloud, the Board unanimously approved the financial reports for the period ending May 31, 2024.

The Board cancelled the July 10, 2024 meeting of the Board. The Board is scheduled to meet on Wednesday, July 24, 2024 beginning at 6:00 P.M.

A motion was made by Mr. Risser, and seconded by Mr. Hudson, to adjourn the meeting at 7:00 P.M. All members present voted in favor of the motion.

Respectfully submitted,

Jeffrey L. Butler (Secretary)