

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY
October 23, 2024**

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, October 23, 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 Hudson, Jeffrey McCloud, and Roger Snyder were present as well as a representative from Stock & Leader. Jeffrey Butler was absent.

Ms. Dupler opened the meeting for public comments but there were none.

After the correction of dates for the MESA meeting, a motion was made to approve the corrected minutes by Mr. Hudson, and seconded by Mr. McCloud. The Board unanimously approved the minutes of the September 25, 2024 meeting.

Authority Manager Amick shared examples of new uniform jackets & modified outerwear. The supplier for these and other uniform items is Tactical Wear of Lancaster and Mesa items will soon be available at their online site. Chairperson Dupler mentioned that providing gift cards to employees might be a good way of rewarding exceptional work.

Mr. Amick explained that employee evaluations had started and that as part of this process Captains had asked to be evaluated and Survey Monkey responses will be part of that process.

Mr. Amick told the board that Thanksgiving & Christmas plans for dinner had been finalized.

Mr. Risser asked if MESA is still advertising for a Medic. Mr. Amick replied yes and went on to say that two current employees plan on starting Medic school in January.

Asst Authority Marc Hershey presented his written report to the board. Included in his report were MESA's desire to standardize the layout of all their ambulances to facilitate quick access to items and their hope to use of FEMA grant money to acquire new portable/mobile radios. Many other items in the report were discussed separately as the board moved to specific consideration of items on the agenda.

Jason Kirsch provided the board with a written Public Relations update.

More than 90% of parcel assessment fees have been collected. Accounts representing about 73% of late notice mailers (\$141,329 in fee balance) are still outstanding. Unpaid accounts have been turned over to Commercial Acceptance Company for collection.

The need for more accurate data to determine employer assessment fees was discussed (again).

MESA, Penn Med, Mount Joy Township and Scenic Ridge Construction representatives met at Norlanco on October 8th to discuss the construction of a stand-alone building - possibly one with 2 bays - to house ambulances. MESA would like this completed before the winter of 2025.

A proposal for Ambulance Billing Services was reviewed. The preference for a SOC 1 compliance was discussed as well as the possibility that Cornerstone might still be our best billing option.

Invoices for September cover calls were mailed to Mount Joy Borough, Columbia Borough, West Hempfield Township and Rapho Township on Oct 2. No communication or payment has been received from them.

A change to the way overtime pay is calculated by shift was suggested. Instead of granting overtime pay to an entire shift if it covers any part of a holiday; only the hours of a shift that are in the holiday window will be reimbursed on an overtime basis. A motion to approve this change was made by Mr. Risser, seconded by Mr. McCloud and unanimously approved.

The 2025 MESA budget was reviewed by the board and a motion was made by Mr. Hudson and seconded by Mr. Risser to advertise the 2025 budget and make it available for inspection. The motion passed unanimously.

Some changes to employee benefits were detailed as per Asst Manager's Report. It was suggested that these changes needed to be approved before Nov 1st when open enrollment starts. Mr. McCloud moved to approve them and was seconded by Mr. Hudson. The board voted unanimously to approve them.

The September Financial Report and Bill Lists were presented to the board. A motion by Mr. Risser was made to approve them and it was seconded by Mr. McCloud. The motion was then unanimously approved by the board.

Chairperson Dupler asked questions during Board Comments about Mesa's capital schedule and plans to replace ambulances. In response to the question about ambulances, Asst Director Hershey replied that ambulances will need to be replaced as well as other equipment. Chairperson Dupler asked if we have more vehicles than

needed and Asset Director Hershey replied it would be prudent to keep the amount we have.

The Mesa meeting schedule for the remainder of the year was finalized with our November meeting being set for the 13th and our December Meeting being held on the 18th of that month.

A motion was made by Justin Risser to adjourn the meeting, seconded by Mr. McCloud and then unanimously approved.

Respectfully submitted,

Jeffrey L Hudson (Asst Secretary)