

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**
January 22, 2025

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, January 22, 2025, 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, Roger Snyder, Justin Risser, Kenton Sweigart, Jeffrey McCloud and Jeffrey Hudson were present. Jason Sabol, Stock and Leader, was also present.

Nominations of the Board:

- Deb Dupler was elected Board Chairperson by a unanimous vote following nomination by Roger Snyder, seconded by Justin Risser.
- Roger Snyder was elected Board Vice Chairperson by a unanimous vote following nomination by Jeffrey McCloud, seconded by Jeffrey Hudson.
- Justin Risser was elected Board Treasurer by a unanimous vote following nomination by Roger Snyder, seconded by Jeffrey McCloud.
- Kenton Sweigart was elected Board Assistant Treasurer by a unanimous vote following nomination by Jeffrey McCloud, seconded by Roger Snyder.
- Jeffrey McCloud was elected Board Secretary by a unanimous vote following nomination by Roger Snyder, seconded by Justin Risser.
- Jeffrey Hudson was elected Board Assistant Secretary by a unanimous vote following nomination by Roger Snyder, seconded by Justin Risser.

Consideration of Appointments:

- Becky Houser was appointed Recording Secretary by a unanimous vote following nomination by Roger Snyder, seconded by Jeffrey McCloud.

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

The Board unanimously approved the minutes of the November 13, 2024 Board meeting on a motion of Mr. Snyder and seconded by Mr. Hudson.

The Board was provided with copies of the Authority Manager Report prepared by Wade Amick. The report noted the following:

A Christmas meal was donated by the West Greentree Church.

Holiday "Thank You" gift cards were delivered to staff at the beginning of December.

A MESA crew completed the final inspection of the re-chassis ambulance in Ohio on December 18th and 19th 2024. Graphics, inspections communication systems will be completed in January 2025.

New CPR Devices were placed in service, and new portal and mobile radios were ordered to be installed 1st quarter 2025.

Lieutenants have formally been promoted and currently in training by their assigned captain.

The Board was provided copies of the Assistant Authority Manager report prepared by Marc Hershey. The report noted the following:

There are 1,125 outstanding parcel accounts for 2024. Payments are still slowly incoming making a total of \$123,594 outstanding. Unpaid accounts have been turned over to Commercial Acceptance Company for processing.

Fifty-four (54%) percent of business FTE has been collected.

A sample 2025 bill was provided, noting a change in format and payment message instructions. Board suggestion was made to highlight Bloomsburg in mailing address.

For the 2025 Parcel billing. Updated property information was collected from municipal managers for 51 new billable accounts, along with updated parcel ownership information from the Lancaster County Assessment office. Diversified billing system is also in the process of updating data.

2025 bills are scheduled to mail 2/3/25 with a due date of 4/15/25, at which time a 10% late fee would apply. On 6/15/25 unpaid bills will be submitted to collections. Municipal invoices for road miles have been billed. The FTE fee is \$10.00. A mass mailing for employer self-reporting was unanimously approved.

Invoices to cover calls were mailed for September, October, November & December to Mount Joy Borough, Columbia Borough, West Hempfield Township and Rapho Township. Total amount for 4 municipalities is \$117,300. MESA has covered these municipalities 14% of MESA's call volume in 2024.

A new PAR agreement with Capital Blue Cross was approved and went into effect December 1, 2024. MESA continues to hold agreements with CBC, Cigna, Geisinger & AmeriHealth. Work continues with Highmark Aetna and Humana.

10 vendors have submitted proposals for RFP insurance billing. Proposals are being reviewed and an interview list will be provided in February.

Penn Medicine is allocating internal staff to work on the two-bay Norlanco building project.

The auction of excess inventory has settled. Net proceeds were \$2,723.00

Jason Kirsch provided a written update of ongoing public relations activities, along with social media and website analytics. A billing process flyer was produced to assist residence with billing questions.

Wade Amick provided a verbal report from MESA Medical Director, Brendan Mulcahy (absent). Brendan plans to attend future MESA Board meetings, and reported that while LGH volume and wait times have increased, LGH is working hard to limit wait times for EMS.

White Rudy has advised and the Board approved, both a MESA Investment Policy and Capitalization Policy.

On a motion of Mr. Snyder, seconded by Mr. Hudson the Board unanimously approved a 5-year Education Agreement with Penn Medicine, allowing MESA students to serve clinical hours at Lancaster General Health Facilities, primarily in the Emergency Room.

The 2024 Audit Engagement letter provided by White Rudy was approved by a unanimous vote following nomination by Mr. Snyder and seconded by Mr. McCloud.

On a motion of Mr. Risser, seconded by Mr. McCloud, the Board unanimously approved the opening of an additional account with Ephrata National and (PLGIT), Pennsylvania Local Government Investment Trust for Capital Reserve Funds.

On a motion of Mr. Snyder, seconded by Mr. Butler, the Board unanimously approved the NWEMS Foundation Grant Request for the completion of various projects.

On a motion of Mr. Snyder, seconded by Mr. Hudson, the Board unanimously approved the payment of bills as present on bill lists 2024-15 GF (\$770,797.13) and 2025-01 GF (290,371.94); as well as the financial reports for the period ending November and December 2024.

The Board is scheduled to meet February 26, 2025 beginning at 6:00P.M.

A motion was made by Mr. Snyder, seconded by Mr. Risser to adjourn the meeting at 7:45 P.M. All members present voted in favor of the motion.

Respectfully Submitted,

Becky Houser
Recording Secretary