

**Ross/West View EMSA
BOARD of DIRECTORS MEETING
MINUTES February 18, 2025**

- I. Call to Order 1800 hours by Board President, Dave Barkovich.
- II. Pledge of Allegiance
- III. **ROLL CALL:** Present: Dave Barkovich, President; Joe Dinkel, Vice President; Jim Miller, Secretary; Gary Punzak, Treasurer; Clayton Mathis, Board Member; Greg Porter, Executive Director; Steve Kline, Asst. Director; Employee, Janet Knochel. Savannah Renee of Michael Witherel's Office.

VIA Zoom: Mark Devlin, Board Member; Alex Sunderman, Board Member; Charlie Warner, Board Member (JOINED AT 6:02 PM).

Not Present: Sarah Poweska, Board Member.
- IV. **Motion** to Approve the Minutes of the Board of Directors Meeting from January 21, 2025. Motion made by Joe Dinkel, 2nd Jim Miller. *Motion passed 7-0.*
- V. **PUBLIC COMMENTS:**
 - a. NONE.
- VI. **PRESIDENTS WELCOME:**
 - a. N/A.
- VII. **DIRECTOR'S REPORT:**
 - a. **MUNICIPAL UPDATES 2025:**
 - Presentation of the Ordinance Resolution to all five (5) of the communities went exceptionally well. Three (3) of the five (5) approved the resolution immediately, and the other two (2) will vote in March on the resolution.
 - b. **PAYLOCITY – EMPLOYEE APPRAISAL PROCESS: JANUARY, FEBRUARY, & MARCH:**
 - Appraisals on track to be completed in March.
 - c. **ALLEGHENY COUNTY EMS LEGISLATIVE ROUND TABLE – JANUARY 31ST:**
 - Follow up meeting with the Allegheny County Democratic Committee on February 28th.

- The roundtable meeting was exceptionally well attended;
- Discussed EMS funding issues, insurance reimbursement issues, recruitment issues,
- Encouraged to say that RWV was one of a few EMS Agencies that had municipal managers attend the event with us.

d. **FOLLOW UP ON FEBRUARY 28TH:**

e. **EMS MEETING WITH ALLEGHENY COUNTY EXECUTIVE – MARCH 11TH:**

- Meeting to includes the topics of: Opioid funding of EMS and County funding for EMS agencies.

f. **TRAINING FOR EMILY KINKAID's and LINDSEY WILLIAMS' STAFF:**

- Scheduled training for the office staff of Emily Kinkaid and Lindsey Williams. Will include CPR and First Aid Training; as well as a station tour.

g. **EMS TOWN HALL MEETING:**

- Suggested by a local resident to have an EMS Town Hall Meeting. Looking to schedule in April or May, invite the residents in to visit the station enjoy some cookies and coffee, Question and Answer; quick 10-minute CPR class/demonstration; station tour.

h. **PARKING LOT:**

- Issues with the parking lot in front of the garages. Section has been repaved twice. Ross DPW repaired the spot to get through winter. Sometime in the spring Ross DPW will come back and repair the spot for free. Plan to purchase pizza for the guys over at Ros DPW as a thank you for their help with this.

VIII. **FINANCIALS:**

A. **EMS FEE UPDATED JORDAN TAX - 2025:**

- Residential invoices mailed February 1, 2025; and on February 14, 2025, the second mailing went out to multi-family dwellings and businesses. Have fielded some calls since this mailing. Have been able to explain the situation to those that have called the office.

B. ORDINANCE RESOLUTION:

- Changes as discussed to remove the word occupied to habitable or inhabitable; and the business structure to change to square footage of the building instead of occupancy per building. (copy of the resolution in the board packet)

C. BOOKMINDERS:

- Could no be happier with working with Bookminders.
- Currently working with the new auditor directly.

D. KPI:

- December and January information in the packet for review. Interesting number of vehicle incidents over the year. There are only a couple of insurance claims filed on these incidents.

E. 2025 AUDITOR:

- Will be on site in March to begin the 2024 audit.

F. GRANT UPDATE 2024 / 2025:

- \$2,700,000.00 (+) in active applications.
- AFG Grant – with federal funding freeze this has been put on hold.
- New ambulance is due to be delivered on February 20, 2025.

G. AIM EMS BILLING UPDATE:

- Pleased with the progress and process;
- The percentage of returns on net collections is 70% - 80% ;
- Year-end wrap up with AIM, the exchange was very good and encouraging.

H. PROFIT & LOSS PERFORMANCE THROUGH NOVEMBER:

- December numbers not available at the time of this meeting.
- December reports in the process and the year end package currently being completed and getting ready to be forwarded to the new auditor.

IX. ADMINISTRATIVE:

A. INSURANCE COMMITTEE: Charlie Warner, Alex Sunderman and Gary Punzak

- Met with MRM for the workers compensation and property and liability. Meeting was informative. MRM was open in presenting the information to the questions asked. There is some money to be saved, but in the long term some things to consider.

X. OPERATIONS:

A. FLEET UPDATE – 2143 - 2141:

- 2143 is still in Ohio being repaired. Damage is more significant than what was anticipated.
- 2141, new ambulance to be delivered on February 20, 2025. Subject to inspections, and upload of equipment prior to being put in to service. March 1 and 2 the ambulance will be on display at the Pittsburgh Fire & EMS Expo in Monroeville.

B. STAFF UPDATE:

- Handful of folks have moved on to other endeavors.
- Spring hiring for a handful of full-time positions open.
- Dropped the 4th truck in Ohio Township, temporarily.

C. BLOOD UPDATE:

- Moving along nicely. Coolers and freezer packs arrived, thermometer in Thursday from California.
- When ready to put into service, plan to hold a blood drive, along with a press release for this new program.

D. INFUSION PUMPS:

- Received a grant to receive these infusion pumps.

E. ZOLL Z VENT:

- Ventilator taking the place of the old Respironics ventilator. There are a variety of options to treat the patients.

XI. ACTION Items:

- **ACCOUNTS PAYABLE:**

Motion to Approve Accounts Payable Gary Punzak, 2nd Jim Miller. *Motion passed 8-0.*

XII. PREVIOUS BUSINESS:

None.

XIII. NEW BUSINESS:

No new business.

Adjournment:

Motion to adjourn Jim Miller, 2nd Clayton Mathis. *Motion passed 8-0, meeting adjourned at 6:24 PM.*

Next Board Meeting is March 18, 2025, 6 PM.

Respectfully Submitted,