

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

December 27, 2023

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, December 27, 2023. At 6:00 PM in the Elizabethtown Borough Chambers, 600 South Hanover Street, Elizabethtown, Pennsylvania, 17022.

The meeting was called to order by Chairperson Deb Dupler.

Roll call: Debra Dupler, Jeffrey Hudson, Justin Risser, and Roger Snyder were present constituting a quorum for the meeting to take place. Also present was David Jones, Board Solicitor.

Ms. Dupler opened the meeting for public comments. None were given.

The Board unanimously approved the minutes for the December 20, 2023 meeting of the Board upon a motion made by Jeffrey Hudson and seconded by Roger Snyder.

Revenue Fee Model - Mr. John Yoder was not present at the meeting but sent the committee his report. Key points:

- Initial pass through the billing list has been completed
- We are in the process of making a second pass to firm-up and back check the number of dwelling units and FTEs.
- The second pass should be completed shortly after the beginning of the year.
- The initial draft will then go to Diversified
- "Ryan Minnich has been a huge asset to the team!"

Northwest EMS Update & Implementation Manager Report - Mr. Scott Kingsboro gave a short report stating that his main task since the last meeting (Dec 20, 2023) has been to organize the calendar to insure the sequence of steps necessary for implementation are done in a timely manner.

Jason Kirsch also provided information at this time about the progress of media efforts to inform the public about MESA:

- Adding postage information & website design is almost done.
- Would like to familiarize staff with FAQs and talking points.
- Expressed concerns about reaching the Plain community with MESA information.

Authority Solicitor Report - Dave Jones reported a filing has been made to the AG's office for the approval to transfer assets from Northwest to MESA.

Old Business - MESA mutual aid agreement with Cornerstone was considered as well as the continuing question of holding municipalities financially responsible when MESA has to cover calls their contracted EMS service doesn't cover.

New Business

- A motion to appoint Andrew Gardner John Halblieb, Terry Hynicker, & Michelle Shaffer as Captains was made by Justin Risser, seconded by Roger Snyder and unanimously approved.
- A motion to appoint Chris Wright as MESA Education/Training Coordinator was made by Roger Snyder, seconded by Justin Risser and unanimously approved.
- A motion was made to change the vacation policy for salaried employees. Much of the time salaried employees spend at their job is not recorded and therefore not computed when computing vacation days. The motion by Justin Risser and seconded by Jeff Hudson would allow salaried employees to get the full number of vacation numbers they deserve and was approved unanimously.
- A motion to accept Marc Hershey's resignation from the MESA board put forth by Roger Snyder and seconded by Justin Risser was unanimously approved.

Board Comments - Roger Snyder questioned if Northwest has a "Right to Know" officer and whether we would need one in the future. Dave Jones responded that Northwest does not need to have that position but going forward with MESA it would be useful to have one.

The next regularly scheduled meeting of the Board Wednesday, January 3, 2024 at 6:00 P.M.

A motion to adjourn was made by Roger Snyder and seconded by Justin Risser and promptly approved ending the meeting at 6:35 P.M.