

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

April 23, 2025

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, April 23, 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, Justin Risser, Roger Snyder, Kenton Sweigart and Jeffrey Hudson were present. Jeffrey McCloud was absent. Staff Members Wade Amick and Marc Hershey were present. Jason Sabol, Saxton & Stump, was also present.

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

The Board unanimously approved items A thru D on the consent calendar on a motion by Mr. Snyder, seconded by Mr. Hudson. All members present voted in favor of the motion.

- a) Approval and ratification of the minutes of the March 26, 2025 meeting.
- b) Accept and ratify the financial reports for the period of March 2025, subject to audit.
- c) Approve and ratify the payment of all bills & payroll via Bill List 2025-04 in the amount of \$401,854.68.
- d) Public Relations Report.

Authority Manager Wade Amick provided a verbal report to the Board. Mr. Amick noted the following items:

- 1) Therapy Dogs and support staff from Keystone Pet Enhanced Therapy Services volunteered 1 hr. to MESA to provide staff support and healing due to the recent passing of MESA provider Anthony Helsel.
- 2) The vending machine is now operational. There is no cost to MESA for maintenance or to supply and stock.
- 3) Glide Scopes have been delivered with the plan to place on the trucks and train staff this week.
- 4) The annual state OSFC grant was recently approved. IV infusion pumps and medications have arrived and will be in place within the next week, once staff training and programming are completed. MESA is one of the first EMS agencies in Lancaster County to have this tool available and another way that MESA remains on the leading edge of pre-hospital care.
- 5) Incoming applications and interviews are on-going for both ALS and BLS vacant openings.

- 6) March year-to-date statistics provided. MESA was dispatched to Mount Joy Borough, Columbia Borough, Rapho Township and West Hempfield Township 309 times, covering 193 of those calls with patient care. This is an average of about 10% of MESA's call volume.

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

- 1) The FEMA grant payment has been delayed due to the federal freeze. Northwest EMS Federation has paid the invoice for the portable and mobile radios in advance of receiving the grant.
- 2) The PEMA grant payment has been delayed for the IV pumps in the amount of \$15,000. MESA paid the vendor invoice and funds are expected as received in 2 weeks.
- 3) The process has started to explore vendors and options to create an ambulance replacement schedule. Ideally creating a single rig configuration, so rigs are consistent moving forward. Plans are to visit the manufacturer in July, with preparation to present to the Board in early Fall. Manufacturing lead time is approximately 12-14 months.
- 4) Marc Hershey and Wade Amick attended a vendor demonstration on a new vendor that the LCWC 911-center is considering in preparation for a WEBCAD upgrade on March 27, 2025.
- 5) Marc Hershey attended the Ambulance Association of PA annual conference in Hershey. Information was provided on Medicare increases, mutual aid, legislative updates, insurance reimbursements and more.
- 6) HVAC modifications are in process to better regulate the air temperature in the crew room.
- 7) The PSAT conference is scheduled for May 7<sup>th</sup> in Hershey. Deb Dupler, Jon Yoder, Wade Amick and Marc Hershey will attend and participate in a Q&A session titled "Local Solutions".
- 8) On May 13<sup>th</sup> at the Marietta Borough meeting; MESA EMS crews, Marietta Police and local bystanders will be presented with a Federation Award for the life-save cardiac arrest of a Marietta resident.

Jason Sabol, Board Solicitor, Saxton & Stump provided a verbal report to the Board.

- 1) The Civil Action Update - Saxton & Stump is drafting and developing a mutual disposition for dismissal.
- 2) Board suggestion to also review with PWW.

No Penn Medicine report was provided

#### Old Business

Mutual Aid Cover Calls: The Board was provided with an update on the quantity of calls in non-MESA municipalities through March. For the month of March, total dispatches were 618, and MESA responded to 113 or 18% of calls to non-MESA municipalities.

Insurance Billing RFP Update: A total of 10 proposals were submitted. Virtual meetings to assess capabilities and to talk with potential clients are being held from April 21<sup>st</sup> – May 6<sup>th</sup>, with the goal to narrow the number to 3-4 finalists.

2025 Billing – Parcels: The 2025 parcel billing and collection process has started well. There has been a low number of phone calls and inquiries. The total received is \$1,223,357. This number equates to approximately 77% of the Diversified Parcel billings for 2025. As a comparison to 2024, MESA collected \$1,224,523 by April 23, 2024.

On a motion by Roger Snyder, seconded by Justin Risser, the Board agreed to mail notices and assess a 10 % late fee beginning May 1, 2025. Current payment is due April 15, 2025. In comparison to 2024, MESA applied late fees on June 18<sup>th</sup>, when collection was at 82%. Payments can still be made at MESA by check or cash.

2025 Fee Billing – Business FTE Assessment: Businesses with more than 3 employees and \$150,000 or more in payroll, were mailed a self-reporting letter and form on April 8<sup>th</sup>, with a due date of June 15, 2025. To date, \$20,910 has been collected, while \$93,000 was budgeted for 2025.

New Business:

On a motion made by Justin Risser, seconded by Roger Snyder, the Board approved accepting Paramedic Michelle Shaffer's request to resign from current position of A-Platoon Captain, and promote Brad Farber to the A-Platoon Captain position.

On a motion made by Justin Risser, seconded by Jeffrey Hudson, the Board approved to accept the high bid of \$3,400 from Matthew Harley for the 2003 Cub Cadet UTV.

On a motion made by Justin Risser, seconded by Jeffrey Hudson, the Board approved to accept the high bid of \$1,650 made by Roger Snyder for the 2003 Patriot Trailer, and also authorize Marc Hershey to sign the title. Roger Snyder abstained from the vote.

EMS week is May 18<sup>th</sup> - May 24<sup>th</sup>. MESA will provide a Mission BBQ meal and gift card to all crew members as a Thank-You for their hard work and dedication to MESA and our communities.

The Board is scheduled to meet Wednesday, May 28<sup>th</sup> beginning at 6:00PM.

A motion was made by Roger Snyder, seconded by Jeffrey Hudson to adjourn the meeting at 7:10 PM. All members present voted in favor of the motion.

Respectfully Submitted,

Becky Houser  
Recording Secretary