

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY
May 28, 2025**

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, May 28th, 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, Jeffrey Hudson and Jeffrey McCloud were present. Staff Members Wade Amick and Marc Hershey were present. Dave Jones, 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. Sweigart. All members present voted in favor of the motion.

- a) Approval and ratification of the minutes of the April 23, 2025 meeting.
- b) Accept and ratify the financial reports for the period of April 2025, subject to audit.
- c) Approve and ratify the payment of all bills & payroll via Bill List 2025-05 in the amount of \$367,425.71.
- d) Public Relations Report.

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

- 1) Glide Scopes have been successfully installed and are now operational on all ambulances.
- 2) Sapphire IV pumps have been deployed, along with medications IV Tylenol and Norepinephrine, and are stocked on all ambulances. These medications are part of protocol and supported by MESA Medical Director.
- 3) EMS week was celebrated May 18 – 24th, and appreciated by all staff. Staff celebrated with a catered lunch from Mission BBQ, and held Platoon Cookouts. All staff received a Visa Gift Card (\$50 full-time / \$25 part-time) in appreciation of their service.
- 4) Recruitment efforts continue. Two Full-Time BLS, and 1 Part- Time ALS have been hired. 3 ALS positions remain open.
- 5) Brad Farber will begin the role of Platoon A captain on June 2nd.
- 6) A rebirth award ceremony was held at the Marietta Borough Council Meeting on May 13th. MESA crews, Susquehanna Regional Police and local bystanders were presented with a Federation Award for the life-save cardiac arrest of a Marietta resident. In addition, State Representative, Tom Jones wrote an article celebrating MESA's effort in a separate recent lifesaving event.

- 7) With the conclusion of the school year, 14 students will graduate from the MESA Education Institute EMT program.
- 8) MESA has begun the immediate stages of creating an Emergency Medical Responder (EMR) course for Masonic Village staff. This program will train staff to on how to provide immediate care to patients before the ambulance arrives. Final curriculum is pending from Masonic Village Leadership, and the Pennsylvania Department of Health (PADOH).

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 was received by NWEMS on April 28th. An amendment has been approved to purchase the remaining 2 mobile and 6 portable radios. The additional portable radios were recently received, and 2 mobile radios will be installed in July.
- 2) The PEMA grant payment for the IV pumps was received May 5th. The final grant report was submitted.
- 3) A MESA billing flow chart was added to the MESA website. PR Works is developing a tri-fold brochure to be distributed at MESA PR events, and for refence at municipal offices.
- 4) The process has started to explore ambulance manufacturers due to the rising cost of Horton. Ideally creating a single rig configuration, so rigs are consistent moving forward. Plans are to visit the manufacturer Medix, located in Indiana, on July 15 - 16th. The cost of the trip is covered by Medix and Fesco. Plans are to present a recommendation to the Board for an order by September. Manufacturing lead time is approximately 12-14 months.
- 5) Employee wage data is being collected from other local EMS agencies. The MESA Paramedic payrate is slightly lower, which is contributing to our low recruitment. Plans are to present a proposal at the June meeting to increase hourly rates in order to remain competitive in recruitment.
- 6) The PSAT conference was held on May 7th in Hershey. Deb Dupler, Jon Yoder, Wade Amick and Marc Hershey attended, and participated in a Q & A session titled "Local Solutions". Information discussed was that all EMS organizations have the same operational concerns and solutions are limited.

Dave Jones, Board Solicitor, Saxton & Stump provided a verbal report to the Board.

- 1) The Civil Action Update is still ongoing. Nothing has been received regarding a resolution from the letter mailed of a mutual disposition for dismissal.

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 from January through April. During this time period, MESA covered 291 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 were held from April 21st – May 6th. Reference checks

and discussions with existing clients are currently being conducted, with the goal to narrow the number to 3-4 finalists.

2025 Billing – Parcels: The 2025 parcel billing and collection process has been going well. The total received is \$1,370,269; which is about 85% of the Diversified Parcel billings for 2025. As a comparison, MESA collected \$1,278,028 by May 31, 2024. The 2024 late notices were not mailed until June 18th, as compared to current 2025 late notices generated May 5th. A total of \$28,741 in late fees were assessed.

Including Masonic Village, MESA has collected \$1,619,154 vs. the budgeted amount of \$1,741,165 which is approximately 93% collected.

The board unanimously decided to add a discussion item at the July meeting, of enforcing property liens for any properties with a balance of more than \$500 or \$1,000. A suggestion was also made to build the MESA fee into the township ordinance for property owners.

2025 FTE 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 8th, with a due date of June 15, 2025. To date, \$56,137 has been collected, while \$93,000 was budgeted for 2025.

New Business:

On a motion made by Mr. Snyder, seconded by Mr. McCloud; After discussion with Phil Rudy, White Rudy LLC, the Board unanimously approved to transition MESA financial reporting to a cash basis instead of accrual basis to reflect cash balances for reporting and budgeting.

On a motion made by Mr. Snyder, seconded by Mr. McCloud, the Board unanimously approved to ratify the White Rudy LLC engagement letter detailing the above.

On June 10th, Deb Dupler and Marc Hershey have scheduled a zoom call with municipalities from Delaware County to discuss the closure of the facility and EMS.

The Board is scheduled to meet Wednesday, June 25th, 2025 beginning at 6:00PM.

A motion was made by Roger Snyder, seconded by Jeffrey Hudson to adjourn the meeting at 7:00 PM. All members present voted in favor of the motion.

Respectfully Submitted,

Becky Houser
Recording Secretary