

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**
August 27th, 2025

A public meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY (MESA) was held on Wednesday, August 27th, 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 Hudson, Jeffrey McCloud 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 E 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 July 23, 2025 meeting.
- b) Accept and ratify the financial reports for the period of July 2025, subject to audit.
- c) Approve and ratify the payment of all bills & payroll via Bill List 2025-08 in the amount of \$575,416.88 representing the period July 19 – August 22.
- d) July Activity Report.
- e) Public Relations Report.

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

- 1) As MESA continues our commitment to exceptional patient care, MESA staff are now equipped with top-tier tools. *Video Laryngoscopes* have been upgraded improving the first pass success rate from 60% to 78%, and allowing staff to enhance patient care; *Check and Inject Epi Kits* have been installed in all ambulances, allowing staff to administer epinephrine for allergic reactions and to address life threatening situations promptly; and the *Handtevy EMS App* has been installed on ambulance tablets to assist in medication dosing, equipment sizing and CPR prompts reducing potential errors and provider stress.
- 2) Edna Kline and Kenny Barton are now car seat certified, enabling them to inspect car seats and educate new users. Through the American Trauma Society, MESA has received 10 car seats to provide for families in need financially, or due to post accident needs.
- 3) Staff openings continue. All trucks remain fully operational. MESA continues to maintain our excellent record of covering our area calls while also covering neighbor municipalities.
- 4) The MESA Policy, Guideline and Procedure manual is being reviewed and updated. Target roll out is October.
- 5) On August 1st all external contracted cleaning services were discontinued at MESA Stations. MESA crews have excelled at maintaining the upkeep of the stations.

- 6) MESA continues to operate smoothly, receiving positive feedback from both the community and other organizations. Staff morale remains high contributing to a positive and productive work environment with no major concerns to report.

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

- 1) Erosion and sink holes around three stormwater basins at the Elizabethtown Station have been repaired. A larger sinkhole and damage at one of the basins was discovered requiring full replacement. The final cost was approx. \$4,000 higher for the additional repairs.
- 2) Rig -2 is scheduled for repair early November, and will remain out of service until all repair work is completed. This repair work is due to the minor accident on July 19th.
- 3) The annual 2025-2026 State Fire / EMS Grant opens in September. MESA plans to submit an application for up to \$15,000 of eligible funding to use towards the replacement of KNOX boxes. KNOX boxes provide secure access to controlled narcotics as required by the DEA. MESA current KNOX boxes are outdated and use old technology.
- 4) The MESA FEMA grant application is pending approval with hope to receive a decision by the end of September. The grant will provide helmets, coats, gloves and other necessary PPE and safety equipment for staff when operating on scene of vehicle accidents.

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

- 1) The CPI-U 12-month adjustment was not previously clearly defined, so a resolution will be written to clarify the exact definition of 12-month time frame.
- 2) No response or movement has been made from neighboring municipalities regarding the coverage acknowledgement letter.

Brendan Mulcahy, Penn Medicine provided a verbal report to the Board:

- 1) MESA providers are providing care extremely well, and are very engaged with a vested interest in using their skills, their personal career and MESA.
- 2) The MESA QA team is doing great work in following up with providers, reviewing charts and reviewing provider skills. The MESA QA team is leading the way, and the most robust Brendan has seen in Lancaster County.

Old Business

Insurance Billing RFP Update: Four vendors were invited to continue into the second round of interviews. Meetings are currently on-going with other EMS agencies for feedback on their experiences with these vendors. The hope is to have a recommendation to the Board for a new vendor by September; with implementation and transition in the 4th quarter, to use the new billing services effective January 1, 2026.

2025 Parcel Billing: The 2025 parcel billing and collection process has been going well. The total received is \$1,469,135; which is about 91% of the Diversified Parcel billings for 2025. As a comparison, MESA collected \$1,430,415 by August 31st, 2024. Including Masonic Village, \$1,718,020 has been collected, vs. the budget amount of \$1,741,165 which is about 99%. The 2025 second round of final / late notices were mailed to all accounts on June 27th. Since that mailing, an additional \$58,018 has been collected. Plans are to mail a second "final" notice the week of September 8th.

2025 FTE Billing: 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. Reminders were sent in July. To date, \$88,115 has been collected, which is about (95%), while \$93,000 was budgeted for 2025.

New Business:

The first draft of the 2026 Budget was presented with a fee increase recommendation of \$2.00 or 2.4% per SDU. This is slightly below the current CPI-U index of 2.7%. Other classifications (except business FTE) would also increase by 2.4%. The operating fund draft is pending on the 2026 rates for employee health and Workers Compensation insurance, along with the new insurance billing vendor proposal.

The Ambulance Replacement Committee consisting of 1 provider from each platoon, has met to discuss the design of an interior layout of a new Medix Ford F550 ambulance. The current estimate is \$325,000. There has been a recommendation to apply for the DCED Local Share Account Grant and finance any balance with the Office of the State Fire Commissioners - Fire and EMS Loan Program, which can fund up to 50% at 2% interest. Any remaining balance will be funded by capital reserve funds. Final cost is pending. A proposal to the board will be made at the September meeting, to approve the order and two funding resolutions with a delivery date of early summer 2026.

On a motion made by Mr. Snyder, seconded by Mr. Risser, the Board unanimously agreed to the partnership with Elizabethton Borough to list MESA as an additional service address to their IGS Energy Natural Gas Supplier contract. This contract is a 30-month agreement at \$6.67 MCF and MESA will be directly billed.

On a motion made by Mr. Snyder, seconded by Mr. Risser, the Board unanimously agreed to cancel the Wednesday, September 10th Board meeting. After discussion there will be no new additional information to present or discuss.

Deb Dupler and Marc Hershey are finalizing and preparing to mail a letter to neighboring municipalities for their review of MESA's cover call numbers, and for the acknowledgement of the number of calls MESA has taken for those municipalities.

Deb Dupler and Marc Hershey have been in discussions with municipalities from Delaware County to discuss the closure of the local facility, their future and current ambulance services and the framework of creating an EMS Authority Model.

The Board is scheduled to meet on Wednesday, September 24th, 2025 beginning at 6:00PM.

A motion was made by Mr. Snyder, seconded by Mr. Risser to adjourn the meeting at 7:16 PM. All members present voted in favor of the motion.

Respectfully Submitted,

Becky Houser
Recording Secretary