Call to Order:
The Ambulance Advisory Committee meeting was called to order at 8:30 a.m. by Chairman Cassidy. Present were: William Marvin, Larry Cassidy, Dennis Keiser, Randy Bricker, Sr., Louis Fantini, Shawn Wonnacott and Les Atchison.

Also in attendance were Marty Krupa, County Administrator; Larry Hansen, Emmet County EMS Director; Dr. Thomas Charlton, Medical Control Authority Director; Gary Appold, Assistant Administrator; Priscilla Meyer, Recording Secretary; Michael Karr, Edgewater Design.

Approval of Minutes:
Motion made by Bricker and seconded by Keiser to approve the minutes from the Ambulance Advisory’s April 27, 2015 meeting.

Motion carried in a unanimous voice vote.

Communications:
None.

Run Information:
EMS Director Hansen presented run information through April 30, 2015. Year to date is 1,314 runs. This is 76 runs up for the year on transfers and 82 runs up on emergency responses for a total increase of 158 from last year. They are still giving a number of transfers away because they don’t physically have the people to cover.

New Hire Update:
Interviews are scheduled and two paramedics will be hired. Additional part-time employees will also be hired. The ambulance department presently has 28 full-time and 14 part-time employees, not including Larry Hanson.

Emmet EMS Collections Policy:
Laura Emery, billing specialist, reported on the Emmet EMS Collections Policy. The department will do everything they can to collect payment before the bills are sent to Northern Credit Bureau for collection at 120 days.

Motion made by Marvin and seconded by Keiser to recommend to the Board approval of the Emmet EMS Collections Policy.

Motion carried in a unanimous voice vote.

Emmet EMS Veterans’ Waiver Policy:
Laura Emery also reported on the Emmet EMS Veterans’ Waiver Policy.
Motion made by Bricker and seconded by Marvin to recommend to the Board approval of the Emmet EMS Veterans’ Waiver Policy.

Motion carried in a unanimous voice vote.

EMS Assure Program:
Laura Emery reported that they have received approximately 300 registrations to date for the EMS Assure Program.

Letter of Appreciation:

Motion made by Marvin and seconded by Fantini that a Letter of Appreciation be sent to Toni Cone for her work with the Emmet County EMS Project.

Motion carried in a unanimous voice vote.

Facilities Update:
Michael Karr from Edgewater Design updated the committee on the Mackinaw City Ambulance Facility. Ironwood Construction will be the construction manager and the demolition part of the project will be done by Sperling Excavating. There are two structures to be taken down. The style of the Mackinaw facility will be similar to the M-119 facility. This will be a three bay facility with office space and living quarters. The facility will be about 4,400 square feet.

There was discussion on a possible traffic light for ambulances coming out. This will be put on hold until the traffic pattern can be studied and it is determined whether one will be needed.

There was discussion and suggestions on what can be done with the back part of the lot.

There will be an open house at the M-119 Ambulance Facility at 12:30 p.m. on June 25, 2015.

Administrator Krupa reported that the sub-committee is working on a site for the Petoskey facility. This facility will be larger. It will also include training space and conference rooms.

Administrator Krupa reported that the EMS Department received an additional $4,000 reimbursement from the insurance company under a RAP Grant for the King Vision Airway.

Equipment:
Nothing to report.

First Responder Update:
A first responder course will begin in September.

Public Comment:
Karla Buckmaster commended the committee on doing a good job. From a public standpoint she inquired as to the millage, operational costs and the cost of the facilities. She was advised that it
will take a few months for billings to come in and there should be a report available down the road regarding the financials.

**Announcements:**
The next Ambulance Advisory Committee meeting will be held on Monday, June 22, 2015 at 8:30 a.m. in the Board of Commissioners Room, 200 Division Street, Petoskey, Michigan.

**Adjournment:**
There being no further business, the meeting was adjourned at 10:00 a.m.

Approved: 06-22-2015