

MONROE COUNTY EMERGENCY MEDICAL AUTHORITY
AMENDED ORGANIZATIONAL MEETING MINUTES
JANUARY 24, 2024

I. CALL TO ORDER

At an Organizational Meeting of the Monroe County Emergency Medical Authority held in the City of Monroe, Michigan on Wednesday, January 24, 2024. Deputy Clerk, Lisa Sanders, called meeting to order at 6:00 p.m.

II. ROLL CALL

Roll call by Deputy Clerk as follows:

Present: David Brown, Michael Demski, Misty Green, Sara Kandler, Bruce Kral, and R.J. Schall

Absent: James Bennett, Keith Masserant and Brian Paules (excused)

A quorum being present the board proceeded to conduct business.

III. PLEDGE OF ALLEGIANCE—Deputy Clerk, Lisa Sanders, led the Pledge of Allegiance.

IV. ELECTION OF CHAIRPERSON

Deputy Clerk, Lisa Sanders, opened the floor for nominations for Chairperson.

Michael Demski nominated David Brown for Chairperson.

No other nominations were offered. Mr. Brown accepted the nomination.

Deputy Clerk closed the nominations.

Motion by Sara Kandler, supported by R. J. Schall to cast a unanimous vote for David Brown as Chairperson.

Roll call by Deputy Clerk as follows:

AYE		NAY	ABSTAIN	EXCUSED
David Brown	Sara Kandler			James Bennett
Michael Demski	Bruce Kral			Keith Masserant
Misty Green	R.J. Schall			Brian Paules

Motion carried.

Chairman David Brown presided over the meeting from this point forward.

V. ELECTION OF VICE-CHAIRMAN

Chairman Brown opened the floor for nominations for Vice-Chairman

Sara Kandler nominated R.J. Schall for Vice-Chairman. Mr. Schall accepted the nomination.

No other nominations were offered. Chairman Brown closed the nominations.

Motion by Michael Demski, supported by Sara Kandler to cast a unanimous vote for R.J. Schall for Vice-Chairman.

Roll call by Deputy Clerk as follows:

AYE		NAY	ABSTAIN	EXCUSED
David Brown	Sara Kandler			James Bennett
Michael Demski	Bruce Kral			Keith Masserant
Misty Green	R.J. Schall			Brian Paules

Motion carried.

VI. ELECTION OF SECRETARY

Chairman Brown opened the floor for nominations for Secretary.

R.J. Schall nominated Sara Kandler for Secretary. Ms. Kandler accepted the nomination.

No other nominations were offered. Chairman Brown closed the nominations.

Motion by R.J. Schall, supported by Michael Demski to cast a unanimous vote for Sara Kandler for Secretary.

Roll call by Deputy Clerk as follows:

AYE		NAY	ABSTAIN	EXCUSED
David Brown	Sara Kandler			James Bennett
Michael Demski	Bruce Kral			Keith Masserant
Misty Green	R.J. Schall			Brian Paules

Motion carried.

VII. ELECTION OF TREASURER

Chairman Brown opened the floor for nominations for Treasurer.

Michael Demski nominated Keith Masserant for Treasurer. Chairman Brown acknowledged that Mr. Masserant was consulted prior to the meeting and agreed to accept the nomination.

No other nominations were offered. Chairman Brown closed nominations.

Motion by R.J. Schall, supported by Bruce Kral to cast a unanimous vote for Keith Masserant for Treasurer.

Roll call by Clerk as follows:

AYE		NAY	ABSTAIN	EXCUSED
David Brown	Sara Kandler			James Bennett
Michael Demski	Bruce Kral			Keith Masserant
Misty Green	R.J. Schall			Brian Paules

Motion carried

VIII. ELECTION OF MEDICAL CONTROL REPRESENTATIVE

Chairman Brown opened nominations for Medical Control Representative.

Michael Demski nominated Brian Paules as the Medical Control Representative with R.J. Schall as the alternate. Chairman Brown acknowledged that Mr. Paules was consulted prior to the meeting and agreed to accept the nomination.

No further nominations were offered. Chairman Brown closed nominations.

Motion by Michael Demski, supported by Bruce Kral to cast a unanimous vote for Brian Paules as Medical Control Representative with R.J. Schall as the alternate.

Roll call by Deputy Clerk as follows:

AYE		NAY	ABSTAIN	EXCUSED
David Brown	Sara Kandler			James Bennett
Michael Demski	Bruce Kral			Keith Masserant
Misty Green	R.J. Schall			Brian Paules

Motion carried.

IX. APPOINTMENT OF OPERATIONS COMMITTEE MEMBERS BY CHAIRPERSON

Chairman Brown appointed R.J. Schall, Keith Masserant and Brian Paules to the Operations Committee. Chairman Brown serves as an ex-officio member.

X. APPROVAL OF AGENDA

Motion by Michael Demski, supported by Sara Kandler to approve the January 24, 2024, Organizational Meeting agenda as presented.

Voice vote taken. Motion carried.

XI. APPROVAL OF MINUTES (11/15/2023 Regular Meeting)

Motion by R.J. Schall, supported by Michael Demski to approve the November 15, 2023 Regular Meeting minutes as presented and waive the reading thereof.

Voice vote taken. Motion carried.

XII. CENTRAL DISPATCH REPORT—Director Donna Kuti updated members:

- Filled all of our positions lasting a total of one day but we are back down to 3 positions that need filling. Two trainees were in Phase 1 and for various personal reasons but no longer felt it was a fit. The other was a full-time position who transferred to a temporary part-time.
- Mike Cochran is really running/taking off with the Quality Assurance role and we have started looking at other things: Law enforcement time on air on initial dispatches averaging 16 seconds with most of this time being taken up with providing the incident type, address and cross streets. We also are looking at our time to dispatch once we hit a send time in ProQA - 54% of the time we are dispatching at the send point. However, since identifying this information and working with the dispatchers it has been improving and we expect a continued increase. ProQA Compliant and High Compliant calls are at 69%. We are falling short in Non-compliance with a percentage of 17% which is above the 7% Priority Dispatch standard. The majority of the non-compliance are a collection of minor deviations. Examples of a minor deviation were provided.
- Bruce Kral asked about time to dispatch standard. I referred to RJ Schall who confirmed NFPA is 90 seconds but that we really don't have a policy following that standard. Voiced some input on my position regarding NPFAs start times and advised NENA and APCO not giving a standard that I can find. Our goal is Pro-QA compliance levels.
- Call volumes from 2022-2023 went up by 13%; Call volumes from 2021-2023 went up 15%.

XIII. PUBLIC COMMENT—None

XIV. LOCAL GOVERNMENT MEMBERS COMMENTS—

1. The following leaders from Frenchtown Charter Township attended and commented on the review of the 9-1-1 Agreement: David Uhl, Economic Development Director, Kyle Bryant, Clerk, Al VanWashenova, Supervisor, Matt Rimel, Trustee and Wendy Stevens, Fire Chief. They said they don't want to be in the ambulance business but do want to have input into the contract. They don't want to dictate medical protocol. Discussion commenced.

XV. COMMUNICATIONS—

1. Letter dated January 8, 2024 from Ms. Donna Kuti, Central Dispatch Director, regarding Frenchtown Township ETA Requests on MCA. Ms. Kuti advised that the issues mentioned in the letter have been rectified.

XVI. OLD BUSINESS—

1. Review of 9-1-1 Agreement update—The process of reviewing has begun. Lots of discussion on quality. Meeting with MCA. Goal is to wrap it up by the next meeting.
2. Frenchtown Township concerns—David Uhl already spoke on the concerns. Discussion commenced. Phil Goldsmith said that Ms. Kerry Bondy, Frenchtown Township's attorney wants input on the Agreement. At the end of the day the EMA has the final word. Once it's drafted the Agreement will be shared with all municipalities for input.

XVII. NEW BUSINESS—

1. Updated Report – MCA—Jeff Hayford gave the report.
 - Ida Christmas parade coverage
 - Staffing at MCA is holding steady; 8 EMTs graduated
 - Retired 1 ambulance; then another took a dive. Will take possession of 2 ambulances in the next couple of months.
 - After March/April—annual training. Anyone welcome to attend.
2. Bedford Township Fire Department Transport Report – Kirk Keane advised there is nothing to report.

Bedford Township Fire Department Transport Report		
Month/Year	November 2023	December 2023
Transported Lights/Siren	3	2
Transported No Lights/Siren	29	25
Patient Treated/Transported by Private Vehicle	3	0
Total Incidents	35	27
Total Number of Patients	38	27

3. Medical Director's Award—

Dr. Kemple presented the Medical Director's Award to Deputies Alec Preadmore and Lance Shields for their actions when they were dispatched to Allen Chevrolet to help an employee who had collapsed and was unconscious and not breathing with no pulse detected. They performed CPR and applied AED pads to the man's chest. After several minutes the man began breathing and a pulse was detected. The victim was able to make a full recovery.

XVIII. COMMITTEE CHAIRPERSON'S AND MEMBER'S REPORT—

1. November & December 2023, Operation Reports--

R.J. Schall explained the November and December 2023 Operations Reports and answered questions.

November 2023	
Priority 1-3 Calls	1,317
Priority 1-3 Calls Patient Transports	989
Fractile %	85.56%
Average Response Time	8.28 minutes
Responses > 25 minutes w/o exception (Letters to Clerk)	2
Mutual Aid Received	N/A
Mutual Aid Given	N/A
December 2023	
Priority 1-3 Calls	1,303
Priority 1-3 Calls Patient Transports	967
Fractile %	82.56%
Average Response Time	8.45 minutes
Responses > 25 minutes w/o exception (Letters to Clerk)	0
Mutual Aid Received	N/A
Mutual Aid Given	N/A

2. Medical Control Board Report—Dr. Kemple gave the report.
 - General BVM coming to a close. Checking to see if there are any statistical benefits to it.
 - New Protocols—March 1 enactment date. Not a lot of changes.
 - Will be going through Enhanced Paramedic Critical Care protocols
 - PRSO—Frenchtown Deviations from 2023 are as follows:
 - Feb, Mar, Apr and May combined=18 transports with 0 deviations
 - Jun/July =10 transports with 0 deviations
 - Aug/Sept=57 transports; 38 with 0 deviations, 19 further reviewed and 7 likely violations
 - Oct/Nov=32 transports; 25 with 0 deviations, 7 further reviewed and 4 likely violations

Motion by Michael Demski, supported by Bruce Kral to accept and place on file the Operations and Med Control Reports as referenced above.

Voice vote taken. Motion carried.

XIX. PUBLIC COMMENT –

1. Frenchtown Charter Township Fire Chief Wendy Stevens commented that the goal is to work WITH MCA and they are not trying to be a primary transport. Want to be a part OF the system and if that means entering into a different contract with MCA they will.
2. Frenchtown Charter Township Supervisor, Al VanWashenova commented that we are a team and want to build a better thing in the County.
3. Legal Counsel Phil Goldsmith commented that if a Mutual Aid Contract is something that Frenchtown wants then please communicate that to us.

XX. OTHER ITEMS FROM MEMBERS—None

XXI. NEXT MEETING—March 27, 2024 at 6:00 p.m.

XXII. ADJOURNMENT

Motion to adjourn by R.J. Schall, supported by Michael Demski. Voice vote taken. Motion carried. Chairman Brown adjourned the meeting at 6:55 p.m. with no further business.