

NORTHERN OXFORD REGIONAL AMBULANCE SERVICE
REGULAR BOARD OF DIRECTORS' MEETING
Med-Care Ambulance Facility
290 Highland Terrace, Mexico, ME 04257

August 14, 2024, Board Meeting Minutes

Present: President Robert [Bob] Chase (Rumford), Vice President Reggie Arsenault (Mexico), Treasurer Carol Roach (Peru), Frederick [Fred] Detheridge (Andover), Bob Walker (Canton), Peter Stankovics (Carthage), Richard [Dick] Pickett (Dixfield), Peter Holman (Dixfield Alt), Virgil [Tink] Conkright (Newry), Barbara Chambers (Roxbury), Frank DiConzo (Rumford), Leonard [Lenny] McKenna (Rumford), Med-Care Director Paul Landry, Assistant Director Berta Broomhall.

Absent: Cheryl Wade (Byron), Brenda Gross (Hanover), Peter Merrill (Mexico).

President Chase called the meeting to order at 6:33 p.m. declaring a quorum present.

He asked for a moment of silence in memory of Paramedic Allan Parsons, 07/01/1961 – 07/05/2007 who died in the line of duty.

Written minutes of the board meeting on June 12, 2024, were distributed at this meeting. **Motion made to accept the minutes presented by Dick Pickett, 2nd by Reggie Arsenault. The motion carried.**

President's Report:

- Med-Care is making a positive impression statewide and is recognized outside our community for its grant awards.

Financial Reports: see attached written reports.

- Profit & Loss
- Balance Sheet
- Other miscellaneous financial reports

Director's Report: The written report is attached.

- a. Revenue & Expense Overview – revenues are in line with budget projections, and cash flow is stabilized.
- b. Staffing – one full-time Paramedic vacancy exists.
- c. Hospital Update – Participating in "The Friends of Rumford Hospital" an assembly of local leaders and partners that provides a community perspective on hospital strategy, service lines, and collaboration to enhance community health and wellness.
- d. Fleet Update:
 - New ambulance, 553 has arrived.
 - Car 1 will not pass inspection in November.
 - The Community Paramedicine Grantor has preauthorized a purchase of a reserved Tahoe and paid for it through Quirk through the state bid.

- The next Type 1 or 3 ambulance purchase is scheduled for 2025, cost estimates start at \$250,000.
- e. 2023 Audit is underway
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- g. Equipment Update:
 - 2-power stretchers costing \$25,000 each need to be replaced this year.
 - Monitors will need to be replaced starting in 2026.
 - 2 IV warmers are due to be replaced.
 - Pediatric securing devices, VLs, and IV pumps are now in service.
 - 2 power stretchers need to be replaced – may be covered by SAMSA grant if awarded.
- h. Solar Update: The contract has been signed, the deposit paid, and installation is to begin in August.

*Chief Landry reported on the status of grant applications and awards:

- FEMA awarded Med-Care \$226,000 through its Assistance to Firefighters Grant (AFG) program. A match of ½ % of \$11,600 is required. Board action is required to accept the grant. The match would be reflected in the 2025 budget. Grant money is to be used for equipment and training, to enhance efficiencies, and to support community resilience. A detailed expenditure plan will be forthcoming, i.e. all 6 vehicles will be equipped with a power load system.
- Grant funding for the Community Paramedicine program ended on 6/30/2024, however, Med-Care's grant is renewed. A draft of Northern Oxford Regional Ambulance Service, Policy 294 Community Paramedicine Medical Director Job Description was presented to the board for consideration.
- A second HHS grant application has been submitted for a solar power battery backup system that would fully support Med-Care for 3 days.
- The Substance Abuse and Mental Health Services Administration (SAMHSA) grant application is pending. If awarded it would bring in \$200,000 a year for 2 years.

Chief Landry advised the board that the Family Medical Leave legislation passed during its last session creates an unfunded liability and will increase Med-Care's 2025 budget by \$16,500 which is equal to .05% of its current payroll. This new budget item may increase the per capita assessment by \$1.00.

Chief Landry advised the board that Maine EMS, a bureau within the Department of Public Safety, has undergone significant personnel and administrative changes during the last year. The new Bureau Director has only been in his position for three months, and the Assistant Director for not much longer. Maine EMS contracts with six regional partners to oversee training, quality assurance, medical directives, and EMS operations. A new complaint policy was adopted in May 2023 and enforced differently. As of June 2024, the number of letters issued surpassed the total number issued for all of 2023. Chief Landry has received a letter notifying him of a complaint filed by another agency against our service, and he and a Med-Care driver have received letters notifying them of pending investigations. All communications have been turned over to Med-Care's attorney. Additionally, working with the EMS Deputy Director, President Chase, IAFF, Teamsters, and Dick Pickett, systemic issues are being addressed.

Chief Landry advised the board that Corey Snider and Shelby Hicks were awarded the Phoenix Award by Maine EMS for outstanding performance. He had hoped to present the awards to these two deserving professionals in person during the meeting however neither Corey nor Shelby was available this evening.

New Business:

- a. Executive Session to discuss a Union Proposal
 - Dick Pickett moved to enter Executive Session under Title 1, §405.6.D. at 7:44 pm. The motion was seconded by Reggie Arsenault and passed unanimously.**
 - Dick Pickett moved to end the Executive Session at 8:16 pm. The motion was seconded by Reggie Arsenault and passed unanimously.**
 - Dick Pickett moved to approve the proposed Teamsters Local 340 Memorandum of Agreement giving a \$1.00 per hour raise across the board modifying the effective date to August 14, 2024. This motion was seconded by Tink Conkright. The motion carried 10/1/0.**
- b. 2023 AFG
 - Reggie Arsenault moved to accept the AFG grant and authorize the matching grant requirement. This motion was seconded by Frank DiConzo and passed unanimously.**
- c. Establish the Finance Committee for 2025
 - a. Volunteers: Reggie Arsenault, Dick Pickett, Frank DiConzo, Peter Stankovics, Barbara Chambers, Carol Roach, and Bob Chase.
- d. Policy 294
 - a. **Carol Roach moved to adopt policy 294 as presented, seconded by Reggie Arsenault, and passed unanimously.**
- e. Electronic Vehicle Charging Areas – see Merakisis CFI Introductory Deck EV Charging Infrastructure handout.
 - a. **Carol Roach moved to give Chief Landry authority to work with the Mexico grant writer to include the installation of two charging stations at Med-Care's base at 290 Highland Terrance, Mexico, Maine. This motion was seconded by Fred Detheridge and passed unanimously.**

Adjournment:

Fred Detheridge moved to adjourn the meeting at 8:40 p.m. 2nd by Reggie Arsenault. The motion passed unanimously.

Respectfully submitted.

Carol Roach

Next meeting: October 9, 2024, at 6:30 p.m.