

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

October 9, 2024, Board Meeting Minutes

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

Absent: President Robert [Bob] Chase (Rumford), Cheryl Wade (Byron), Brenda Gross (Hanover).

Vice President Arsenault called the meeting to order at 6:30 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 August 14, 2024, board meeting were distributed at this meeting. **Motion made to accept the minutes as presented by Frank DiConzo, 2nd by Dick Pickett; motion carried.**

Financial Reports: see attached written reports.

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

Director's Report: The written report is attached.

- a. Grants Update – AFG 2023; Community Para Medicine; HHS; SAMHSA
- b. Equipment Update – 2 vehicles blew motors in the last months, running with 5 ambulances, hoping to purchase a used one 2025; status of power load stretcher replacement, cost per unit \$25,000, two need to be replaced this year; solar system is up and running, decreased electric bill by 85% the first month.
- c. Staffing – one full-time Paramedic vacancy exists.
- d. Call volume report attached.
- e. CP Update
- f. Maine EMS
- g. Fund Balance
- h. Car seat safety training offered to our community by David Bellegarde

New Business:

- A. Required Board action on the SAMHSA award. **Motion made by Frank DiConzo to accept and use the \$200,000 SAMHSA grant award, 2nd by Bob Walker; motion carried.**
- B. Pending 2023 Audit – 990 must be filed by November 2024 however, filing has been delayed pending receipt of our audit. **Motion made by Frank Diconzo to hold a Special Board Meeting on November 6, 2024, at 6:30 pm to receive, discuss, and consider the findings of Med-Care’s independent consultants – Certified Public Accountants, Haverlock, Estey & Curran, LLC. Motion seconded by Tink Konkright; motion carried.**
- C. Mutual Aid/ALS for Bethel and Med-Care (see attached email). **Motion made by Carol Roach to hold the \$100.00 assessment and request Chief Landry contact David Hanscom to discuss EMS calls assistance and relationship between companies. Motion seconded by Dick Pickett; motion carried.**
- D. Carol Roach moved to adopt Northern Oxford Regional Ambulance Service Policy 3.1 Purchasing Oversight as written and presented. The motion was seconded by Dick Pickett; motion carried.
- E. 2025 Proposed Budget. Carol Roach moved to adopt the proposed 2025 budget as presented increasing the per capita town assessment to 43.00 from \$40.00. The motion was seconded by Frank DiConzo; the motion passed unanimously.

Action Items:

- Peter Merrill requested that the Defender video be modified to post on Med-Care’s Facebook page. Berta will work with David to modify the video and bring it back to the Board for review before posting.
- Barbara Chambers asked for a grant summary – identifying dedicated money.

Respectfully submitted.

Carol Roach

Next meeting: December 11, 2024, at 6:30 p.m.

NORTHERN OXFORD REGIONAL AMBULANCE SERVICE
REGULAR BOARD OF DIRECTORS' MEETING
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November 6, 2024, Special Board Meeting Minutes

Present: President Robert [Bob] Chase (Rumford), Vice President Reggie Arsenault (Mexico), Treasurer Carol Roach (Peru), Frederick [Fred] Detheridge (Andover), Peter Stankovics (Carthage), Richard [Dick] Pickett (Dixfield), Scott Dennett (Dixfield Alt), Peter Merrill (Mexico), Virgil [Tink] Conkright (Newry), Frank DiConzo (Rumford), Leonard [Lenny] McKenna (Rumford), Med-Care Director Paul Landry, Deputy Assistant Director Dakota Turnbull.

Absent: Cheryl Wade (Byron), Bob Walker (Canton), Brenda Gross (Hanover), Barbara Chambers (Roxbury).

President Chase called the meeting to order at 6:29 p.m. declaring a quorum present.

He stated that the sole purpose of this Special Board Meeting is to receive the 2023 audit.

Lyndsey Violette, CPA presented a draft copy of Haverlock, Estey & Curran, LLC's 2023 audit by ZOOM. She began by stating that Paul Landry had done a very good job addressing the findings and recommendations of the 2022 audit.

Ms. Violette reviewed each letter dated November 6, 2024, addressed to the Board of Directors and Management, responded to questions posed by the Board of Directors, and was open to comments and requests for clarification.

Motion made by Frank DiConzo to accept the 2023 audit as presented. The motion was seconded by Dick Pickett; motion carried.

Motion made by Reggie Arsenault to adjourn at 6:30 p.m. The motion was seconded Fred Detheridge; motion carried.