

**MINUTES OF THE MEETING
OF THE BOARD OF THE
MUNICIPAL EMERGENCY SERVICES AUTHORITY
OF LANCASTER COUNTY**

June 21, 2023

A meeting of the Board of the MUNICIPAL EMERGENCY SERVICES AUTHORITY OF LANCASTER COUNTY was held on Wednesday, June 21, 2023, at 7:00 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, Jeffrey Butler, Rodney May, J. Marc Hershey, Jeffrey Hudson, Benjamin Bruckhart and Roger Snyder were present. Justin Risser was absent. Also present was David Jones, Authority Solicitor.

Ms. Dupler opened the meeting for public comment. None were heard.

The Board unanimously approved the minutes for the June 7, 2023 meeting of the Board by a motion made by Mr. Snyder and seconded by Mr. Bruckhart.

West Donegal Township Manager John Yoder, representing the Revenue Fee Model Committee, provided an update of the work of the Committee. There was discussion regarding fees for commercial uses. There was general consensus to impose fees on a per employee basis regardless of business size.

The Board suggested that a few categories be consolidated due to similarities and limited percentages of calls. The Committee will revise its work accordingly.

Mr. Hershey, representing the Finance Committee, presented a revised draft budget for review. The revisions included reductions in costs due to service area being limited to 8 members communities instead of the 12 currently served by NWEMS. The revised draft budget projects \$2,550,000 of revenue generated through the collection of fees.

Scott Kingsboro, Executive Director of Northwest Emergency Medical Services (NWEMS), provided the Board with a report of activities of NWEMS and tasks underway in preparation of a transition to MESA.

Mr. Jones informed the Board about his efforts to prepare a Consultant Agreement for the retention of a Transition Manager to assist the Board. The Agreement will be provided to the NWEMS Board of consideration.

Mr. Jones provided the Board with a brief comparison of direct billing of property owners by MESA versus billing member municipalities for service. The consensus of the Board was to continue with the concept of direct billing of property owners by MESA.

The newsletter, titled "The 411", was provided to NWEMS staff members. It was reported that the newsletter was well received by staff.

It was announced that a meet and greet for MESA Board members and NWEMS staff has been scheduled for June 29, 2023.

Mr. Kirsch presented 3 design options for the MESA logo. The designs were prepared with NWEMS staff input. Board members were supportive of the design that was a staff favorite and utilized a depiction of an electrocardiogram wave. Mr. Kirsch indicated that work will continue on the design of a uniform patch and templates for MESA documents.

Mr. Hershey informed the Board of the progress made to secure a .gov web address.

The next regular meeting of the Board is scheduled to be held on Wednesday, July 5, 2023, beginning at 7:00 P.M.

A motion was made by Mr. Snyder and seconded by Mr. May, to adjourn the meeting at 8:55 P.M. All members present voted in favor of the motion.

Respectfully submitted,

Jeffrey L. Butler, Secretary