

**Northeast Ingham Emergency Service Authority Board Meeting
March 14, 2019**

Call to Order (Agenda 1)

The regular meeting of the NIESA Board was called to order by Chairperson, Frans Wilbrink, on March 14, 2019, beginning at 7:00 p.m. in the NIESA/Williamston Fire Station, 1296 W. Grand River, Williamston, MI 48895.

Roll Call (Agenda 2)

Voting Members Present: Mr. Ackerman, Ms. Bidigare, Ms. Bowden Whelton, Mr. Diederich, Ms. Hart, Mr. Kane, Mr. Wilbrink

Voting Members Absent: None

Non-Voting Members Present: None

NIESA/ Employee's Present: Director Michael Yanz, Eric Holmes

Guests: None

Pledge of Allegiance (Agenda 3)

Chairperson Wilbrink led the NIESA Board in the Pledge of Allegiance.

Approval of Agenda (Agenda 4)

Approval of Agenda—that the NIESA Board of Directors approve the agenda of the regular meeting held Thursday, March 14, 2019.

Amendment: Ms. Bidigare recommended Ad-Hoc Committee-Fire Code be added as Discussion Item C.

Mr. Diederich, seconded by Mr. Ackerman, moved that the NIESA Board approve the agenda of the regular meeting, as amended.

Ayes: 7 Nays: 0 Motion carried.

Public Comment (agenda 5)— **None**

Approval of Minutes (Agenda 6)

Approval of Minutes—that the NIESA board of Directors approve the minutes of the regular meeting held February 14, 2019.

Ms. Bowden Whelton, seconded by Ms. Bidigare, moved that the NIESA Board approve the Minutes of the regular meeting held February 14, 2019, as presented.

Ayes: 7 Nays: 0 Motion carried.

Approval of Consent Agenda (Agenda 7)

Approval of Consent Agenda—that the NIESA Board of Directors approve the NIESA Check Account Summary dated February 2019 and Payroll Account Summary dated February 2019.

Mr. Ackerman, seconded by Ms. Bowden Whelton, moved that the NIESA Board approve consent agenda Item 7, as presented.

Ayes: 7 Nays: 0 Motion carried.

Discussion Item (Agenda 8)

SOG 500-200-200 Ambulance Service Billing-NIESA Personnel—Mr. Yanz shared this Standard Operating Policy was revised to rescind NIESA board policy “Fire Department Personnel Ambulance Service Billing” policy adopted March 4, 1999. The purpose of this policy is to define individuals entitled to special consideration as it applies to ambulance services.

Discussion: The NIESA board is interested in considering the Ambulance Service Billing-NIESA Personnel “Draft” 500-200-200 for adoption after a full review. The board has recommended the following edits:

- ✓ Change Standard Operating Guidelines to Standard Operating Policy.
- ✓ Any NIESA Board Member reference should be deleted from this policy.
- ✓ Under Definitions strike the whole paragraph next to Board Member.
- ✓ The Finance Committee not the Director will use their discretion for special consideration request as it applies to ambulance services.

It is recommended this item return for further review and discussion at the April 11, 2019, NIESA board meeting.

Safer Grant– Director Yanz shared the purpose of the SAFER Grant Program is to provide funding directly to fire departments and volunteer firefighter interest organizations. To assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing. Director Yanz has until March 22, 2019, to submit the Safer Grant.

The board approved Director Yanz to submit the Safer Grant by the due date. No action required at this time.

Ad Hoc Committee-Fire Code-Ms. Bidigare shared the City of Williamston sent a letter to all townships informing them of an Ad Hoc Committee that would work to develop a Fire Code for the area. NIESA board members and area township representatives are invited to be a part of this endeavor.

The NIESA board recommended Director Yanz write a letter to the City of Williamston asking that local governments adopt the IFC fire code (i.e., IFC 2015) this is the fire code the State uses as opposed to NFPA1. The NIESA board would also like to see a price list for inspection

services that could be incurred for fire inspections. It is recommended these items return for further discussion at the April 11, 2019, NIESA board meeting.

Action Items (Agenda 9)

Committee Appointments—Mr. Wilbrink appointed the following board members to serve on the following committees:

- Finance Committee—Appointed: Mr. Kane, Mr. Ackerman, Mr. Wilbrink
- Personnel Committee—Appointed: Ms. Hart, Mrs. Whelton, Mr. Diederich

No action taken as these assignments are appointed.

Reports (Agenda 10)

Treasurer (10.b)—Included in packet.

Committees (10.c) --None

Department Heads (10.d)—Enclosed

- Billing Department, monthly report
- NIESA Education monthly report from Paula M. Curtis
- NIESA Leroy EMS, monthly report from EMS Chief Davis
- Fire run summary from Leroy Chief Pfister
- NIESA Williamston EMS, monthly report from Chief William Siegel

NIESA Director monthly report—Director Yanz reviewed his Monthly Director’s Report in the area of Administrative, Operations, Training, Grants, Personnel and other. Director Yanz highlighted an LSJ article on Horse Therapy featuring NIESA; NIESA is working to create a support group and will bring someone in to help with grief; Backing the Badge can be contacted for those struggling employees; NIESA received a \$3000 check from the Rotary for equipment; Sandy Bowden Whelton raised \$6,000 for nomex hoods; and Director Yanz will attend a 3-day class for facilitating debriefing and the Fire Department Instructors Conference (FDIC).

Public Comment (Agenda 11)-- None

Association Member Comments (Agenda 12)—None

Board Member Comments (Agenda 13)

Mr. Kane is recommending NIESA website be added to all NIESA stationery.

Mrs. Bowden Whelton shared today is “Pi” day she bought a homemade Apple Pie in honor of this special day.

Mr. Ackerman shared NIESA Finance Committee members and Independent Bank will meet Friday, March 15, 2019, NIESA is looking to add them as a preferred bank.

ADJOURNMENT (Agenda 14)

Ms. Bowden Whelton, seconded by Ms. Hart, moved that the NIESA Board meeting be adjourned.

Ayes: 7 Nays: 0 Motion carried.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Scott Diederich, Secretary
NIESA Board