**POWELL TOWNSHIP AMBULANCE**

**Minutes of Special Meeting**

**March 16, 2020**

Meeting called to order by Kim Bourgeois, Interim Coordinator at 5:10 pm

Attendance / Sign In sheet:

 Members Present: Kim Bourgeois, Tyler Vargo, Jackie Park-Burns, Matt Anderson, Chris Sutter,

 Members Absent: Jim Bourgeois, Sandy Vargo, Pete TenEyck, Joe Wilcox,

 New Member: Josh Bourdiaux

 Darlene Turner, Township Supervisor

Agenda Approved

By laws reviewed regarding election of officers.

Election of Officers:

 Tyler Vargo nominated for Coordinator. Motion by Kim Bourgeois, seconded by Matt Anderson to elect Tyler Vargo as Coordinator All ayes, motion passed

 Kim Bourgeois nominated for Secretary Motion made by Matt Anderson, seconded by Chris Sutter. All ayes, motion passed.

 Matt Anderson will remain as Assistant Coordinator.

 Recommendations will go to township board meeting scheduled for Tues. March 17 for approval

Motion made by Kim Bourgeois, seconded by Tyler Vargo to recommend Josh Boudreaux and Alex Durand as new members to the EMS crew to the township board, pending all required certifications and requirements. All ayes, motion passed.

Darlene Turner reviewed her recommendations for budget approval at the township meeting. Recommendations included a increase in Coordinator Salary to $4,800 for first 3 months, $5,400 for next 3 months, and $7,200 for final salary pending satisfactory performance of coordinator. An increase from $20 to $30 per meeting, and a increase from $15 per billing report to $20. All other lines will be recommended as the same as last year.

Rig Repairs:

 The ambulance was in for a safety inspection on March 6th. Oil change was done and fuel filter was replaced. Check engine light was identified as glow plugs that need to be replaced, was not completed that day. Fuel filter light came back on after, manual and talking with service guy at Marquette Auto said to check for water in the fuel. Matt Anderson said he would check filter. Tyler will follow through with getting glow plugs replaced and fuel filter issue taken care of if needed.

Equipment:

 New Lifepak was ordered on March 2nd by Dave Carey. Ordered from One Beat/Foremost Medical. Contacted company for shipping estimate, was told that they were waiting on parts expected this week, and it would be shipped when they received them.

Discussion

 COVID-19 preparations, supplies, etc. Kim Bourgeois will follow through with supply inventory, and request what is needed through Med Control.

Next meeting / training scheduled for April 2, 2020. CPR renewals scheduled. Tyler Vargo will contact Dave Carey regarding instruction, Kim Bourgeois will do it if Dave not available.

Discussion of meeting schedules, all agreed to keep first Thursdays of every month.

Discussion of review of by-laws and officer duties to be scheduled in the future.

Meeting adjourned at 6:45.