

# OID-MIDDLEBURY EMERGENCY SERVICES AUTHORITY

1045 BAESE COURT, P.O. BOX 636, OVID, MICHIGAN 48866

TELEPHONE: (989) 834-5707

*Chair:* Michael Herendeen  
*Vice-Chair:* Jennings West  
*Secretary:* Nancy Hughson  
*Treasurer:* Nancy Hughson

*Trustee:* William Lasher  
*Trustee:* Larry Ordiway  
*Trustee:* Jeff Swan  
*Recording Secretary:* Susan Tomasek-Swan

MINUTES-Draft *Approved.*

## Regular Meeting

1045 Baese Court, Ovid, Michigan

April 30, 2024, 7:00 p.m.

### Call to Order:

Chair Herendeen called the meeting to order at 7:01 pm.

### Roll Call:

**Present:** Michael Herendeen, Nancy Hughson-7:05 pm, William Lasher, Larry Ordiway, Jeff Swan, and Jennings West

**Others in Attendance:** There were 9 people present; among the people present were Susan Swan- recording secretary, Chief Jerry Stevens, Chief Pease, Claudia Pluger, Bobby Byles, William Keith Jones, Jordan Smith, and Tom Jury.

### Approval of Agenda:

Trustee Lasher motioned to approve the amended agenda with the addition of item #4 photo policy at scenes. Trustee Swan supported the motion.

Carried on a voice vote

### Approval of Minutes

Trustee Swan motioned to approve the March 26, 2024 minutes as presented. Vice-Chair West seconded the motion.

Carried on a voice vote.

### Financial Report / Payment of the Bills:

Treasurer Hughson gave the board a report on the financials of OMESSA.

Trustee Swan moved to approve the payment of checks #12648-12675 and 1 EFT for \$9,210.68 and the treasurer's financial report. Trustee West seconded the motion.

Upon Roll Call vote the following voted Aye: Hughson, Lasher, Ordiway, Swan, West, Herendeen

Upon Roll Call vote the following voted Nay: None

Carried on voice vote.

**Public Comment:** Opened 7:03 pm, Closed 7:03 pm none

### Fire Chief Report:

Chief Stevens reviewed the runs for the month with the board. On May 6<sup>th</sup> the new firetruck will be delivered. The truck will be in service by the end of May. Jerry reviewed the other activities of the emergency service department.

**Runs for the Month:** 36 runs for the period February 21- March 26 (33 EMS runs and 3 Fire runs)

**Runs for the Year 2024:** 106 runs (81 EMS and 25 Fire runs)

**Communications:** None

**General Business:**

1. **Presentation of FY 2023 Audit-** Jordan Smith from Maner Costerian reviewed the OMESA audit from fiscal year 2023. He stated the auditors gave a clean opinion on several items. He reviewed the unassigned fund balance. The fund is presently at a very healthy percentage. He reviewed the revenue and expenditures for OMESA. The auditor reviewed one of the material weaknesses of having more than only one person reviewed the bank reconciliation which has been corrected by having a second person review the reconciliation.

**Trustee Lasher made a motion to accept the audit as presented by Maner Costerian. Vice-Chair West seconded the motion.**

**Upon roll call vote the following voted AYE: Hughson, Lasher, Ordiway, Swan, West, and Herendeen**

**Upon roll call vote the following voted NAY: none Carried**

2. **Other Equipment Status-** none

3. **Other Pending Business-**none

4. **Photo Policy at the Scenes-** Chair Herendeen reviewed a letter received from an attorney regarding photos taken at an accident scene. He reviewed the individuals who were involved and stated one was requested to take photos for treatment of the patient to see how the injuries occurred. Chair Herendeen asked Chief Stevens about a photo policy. Chief Stevens presented a social media policy. The board discussed having of a photo policy.

**Chair Herendeen made the following motion to enact a temporary policy:**

**Effective April 30, 2024, until further action of the board of trustees, OMESA firefighters, and medical responders may not take any photographs at any fire, accident, or medical response scene except as authorized and directed by the OMESA commanding officer at the scene.**

**Vice-Chair West seconded the motion.**

**Carried on voice vote.**

**Final Comments:**

Treasurer Hughson stated that OMESA has received the grant money and the two township's contributions. Hughson commented the first payment for the new fire truck is due before the next meeting.

**Secretary Hughson made the motion to approve the first loan installment of the firetruck per the purchase contract. Seconded by Vice-Chair West.**

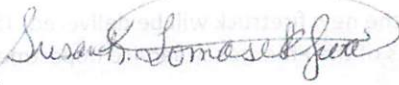
**Upon roll call vote the following voted AYE: Hughson, Lasher, Ordiway, Swan, West, Herendeen**

**Upon roll call vote the following voted NAY: none Carried**

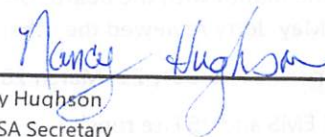
The next OMESA meeting will be on Tuesday, May 28, 2024, at 7:00 pm.

**Adjournment - With no objections the Chair adjourned the meeting at 7:44 pm.**

The meeting adjourned at 7:44 pm

X 

Susan Tomasek Swan  
Recording Secretary

X 

Nancy Hughson  
OMESA Secretary