

DeSoto Parish Emergency Medical Service

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Minutes of the DeSoto Parish EMS Board of Commissioners Special Meeting held on Wednesday, August 2, 2017

The DeSoto EMS Board of Commissioners held a special meeting on Wednesday, August 2, 2017, at DeSoto EMS Central Station at 5:00 p.m.

Members present were: LaTarsha Shelton, Tim Thames, Keith Parker, and Dennis Reed. Brent Ingvarlsen, Rusty Canton, and Katina Lane were absent.

Guests were: Administrator Joe Magee, Assistant Administrator Karl Mann, Administrative Assistant Jane Manning, Billing Specialist Melonie Confair, Training Officer - Paramedic Brent Crawford, EMS Dispatch Training Coordinator Shade Adams, EMS Dispatch Supervisor Tabitha Tucker, 911 Administrator Bruce Vanderhoeven, and DeSoto Parish Police Jury Administrator Steve Brown.

The meeting was called to order by Chairman Shelton at 5:00 p.m. Mann gave the invocation, and Shelton led the Pledge of Allegiance. Shelton acknowledged the guests.

A motion to approve the minutes from the June 13, 2017 Board meeting was made by Thames and Parker seconded the motion. All ayes carried the motion.

A motion to approve the minutes from the June 21, 2017 Special meeting was made by Thames and Reed seconded the motion. All ayes carried the motion.

The financial report was given by Magee, and a motion to accept it was made by Reed. Thames seconded the motion. Motion carried by all ayes.

A motion to pay the bills was made by Thames with Parker seconding the motion. All ayes carried the motion.

Old Business:

Magee reported that Station 5 in Pelican's expected completion date will be first of September.

New Business:

Parker made the motion to purchase a new Excellence medic unit to replace Medic 3 – piggy-backing a Caddo Fire District 3 bid for \$195,000 – which will give us the ability to include options over the base bid of \$181,836.90. Thames made the second. Motion carried with all ayes.

Thames made the motion to purchase three more transport ventilators from Hamilton Medical using the original bid that the Board approved in April for \$49,753.20. Parker made the second with all ayes carrying the motion.

Brown, Vanderhoeven, Adams, and Tucker were available for questions on the purchase of the communications equipment for the new 911 building. When asked about maintenance on the equipment, Vanderhoeven said 911 would pay for it.

A motion to enter into a Cooperative Endeavor Agreement with the Ascension Parish Sheriff's Office for the purchase of communications equipment for EMS dispatch by Thames. Reed made the second with the motion being carried by all ayes. The DeSoto Parish Police Jury will order the equipment, and DeSoto EMS will reimburse DPPJ for the invoice. The motion included entering into a Cooperative Endeavor Agreement with the DeSoto Parish Police Jury (DPPJ) for this purpose.

Parker made the motion to purchase communications equipment for EMS dispatch for \$86,212 which includes three dispatch consoles, seven XPR 55 radios, gateways, power supplies, connections, parts, and installation. The motion also included the purchase of three APX 7500 radios at \$4,596 each for EMS dispatch for a total of \$13,800. DeSoto EMS will retain ownership of this equipment installed at the new DeSoto Parish 911 building. The second was made by Thames. Motion carried by all ayes.

The motion to adjourn at 5:48 p.m. was made by Thames. The second was made by Parker. All ayes carried the motion.

Latarsha Shelton
Board Chairman

Dennis Reed
Board Member