

DeSoto Parish Emergency Medical Service

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Minutes of the DeSoto Parish EMS Board of Commissioners Monday, May 9, 2016

The DeSoto EMS Board of Commissioners held its regular meeting on Monday, May 9, 2016, at DeSoto EMS Central Station at 10:30 a.m. Members present were: Secretary-Treasurer Jack Canton, Board members Lee Shaver, Bob Lee, Rodney Basco, and Glen Wilburn. Absent were Todd Kreamer and Bobby Hayes. Guests were Administrator Joe Magee, Assistant Administrator Karl Mann, Administrative Assistant Jane Manning, Billing Specialist Melonie Confair Architect Brian McNew, EMS Supervisor Lane Johnson, Attorney Nic Gasper, Paramedic Gordon Miller, DeSoto Parish Police Jury members Thomas Jones and Jerri Burrell.

The meeting was called to order by Administrator Magee at 10:30 a.m. Canton gave the invocation, and Wilburn led the Pledge of Allegiance.

Canton made the motion to add an item to the agenda: to explore a contract for Administrator Magee in new business. Lee seconded the motion. All ayes carried the motion.

A motion to approve the minutes from the March 14, 2016, Board meeting was made by Basco. Wilburn seconded the motion. All ayes carried the motion.

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

A motion to pay the bills was made by Lee with Canton seconding the motion. All ayes carried the motion.

Old Business:

An update on Station 4 was given by Magee, who stated that there are dead trees, and the landscaper has been contacted to replace them. We still have on-going water issues.

An update on the Pelican area Station 5 was given by Magee. The sellers requested that if after five years of no occupancy, the land will revert back to the seller. The three acres have been purchased, and the deed has been filed.

Wilburn made the motion to rescind the following motion made on January 11, 2016. Shaver seconded the motion. There were 3 yeas and 2 nays – motion carried.

Old Business, continued

Copied and pasted from the approved minutes January 11, 2016:

Basco made the motion to move the DeSoto EMS dispatchers to the DeSoto Parish Sheriff's Office dispatch center. Wilburn seconded the motion. Motion carried with 5 yeas and 1 abstaining.

Basco made the motion to purchase a new medic unit from Excellence, Inc. in Madison, AL for \$216,960.42. This bid was already pre-approved on a governmental contract. Wilburn seconded the motion. All yeas carried the motion.

Lee made the motion to purchase a PowerLoad system for the new medic unit we are ordering. It will be shipped to Excellence for installation. Canton made the second. Motion carried by all yeas.

Canton made the motion to purchase the Human Patient Simulator from the bid submitted by CAE Healthcare on April 8, 2016. Basco seconded. Motion carried.

Wilburn made the motion to purchase two LifePak 15 monitor-defibrillators from the bid submitted by Physio Control on April 8, 2016. The second was made by Canton. All yeas carried the motion.

Basco made the motion to purchase a LUCAS 2 Chest Compression Device from the bid submitted by Physio Control on April 8, 2016. Canton seconded the motion. Motion carried by all yeas.

Lee made the motion to allow Administrator Magee to sign the bids in the absence of Board Chairman Hayes. Basco seconded the motion. Motion carried by all yeas.

New Business:

The motion to hire Architect Brian McNew to design Station 5 in Pelican was made by Lee. Wilburn made the second. Motion carried by all yeas.

Wilburn made the motion to change the sick leave policy for employees who have 10 years employment with DeSoto EMS to continue to accrue sick time if they have reached the maximum 500 hours. Currently, the policy reads that once an employee accrues 500 hours of sick time, they are at the maximum. The second was made by Canton. Motion carried by all yeas.

The motion was made to fill Supervisor Karl Mann's Supervisor position and one of the Lead Paramedic positions that had been vacated. Canton seconded. Motion carried by all yeas.

Lee made the motion to give all employees their annual 2% raise with dispatchers getting a \$3.00/hour raise instead.

The Board of Commissioners reviewed the proposed budget, and it will be posted at Central Station until the public hearing on June 13 for public review.

The millage rates were discussed by the Board. Currently, DeSoto EMS collects 7.0 millage. The re-assessment millage from the Assessor has been raised to 7.4. The millage will be set at the June 13 meeting.

Additions to the agenda:

The following item was added to the agenda: explore a contract for Administrator Magee.

Attorney Nic Gasper presented a standard contract to the Board for Administrator Joe Magee, who assumed the position from in March, 2002, from start-up Administrator, Don McMullen. The motion was made by Wilburn to approve a 7-year contract with an option to renew a year-at-a-time up to ten years for \$96,000 annually plus pay increases. Lee seconded the motion. All ayes carried the motion.

Wilburn made the motion to adjourn at 11:17 a.m. Basco seconded the motion. Motion carried by all ayes.

Ernel Jones, DPPJ President

Richard Fuller, DPPJ Member