

DeSoto Parish Emergency Medical Service

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Minutes of the DeSoto Parish EMS Board of Commissioners Tuesday, October 18, 2016

The DeSoto EMS Board of Commissioners held its regular meeting on Tuesday, October 18, 2016, at DeSoto EMS Central Station at 5:00 p.m. All members were present: LaTarsha Shelton, Dennis Reed, Keith Parker, Brent Ingvaridsen, Tim Thames, Katina Lane, and Rusty Canton. Guests were: Administrator Joe Magee, Assistant Administrator Karl Mann, Administrative Assistant Jane Manning, Billing Specialist Melonie Confair, EMS Supervisor Lane Johnson, Supervisor Steve Confair, Paramedic Logan Moore, DeSoto Parish Police Jury member Greg Baker, Architects Sara George and Brian McNew, CPA's Maura Gardner and Deborah Dees, and Capital One's Candy Hall and Arletta Howard.

The meeting was called to order by Administrator Magee at 5:00 p.m. Confair gave the invocation, and Mann led the Pledge of Allegiance.

There were public comments from Police Juror Greg Baker.

A motion to approve the minutes from the September 12, 2016, Board meeting was made by Ingvaridsen. Thames 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. Ingvaridsen seconded the motion. Motion carried by all ayes.

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

Old Business:

Thames made the motion to appoint Latarsha Shelton as the Board Chairman by acclimation. Reed seconded the motion. Motion carried by all ayes.

Shelton made the motion to appoint Rusty Canton as the Board Vice-Chairman by acclimation. Ingvaridsen seconded the motion. All ayes carried the motion.

Chairman Shelton presided at the meeting from this point forward.

Capital One Bank Manager Candy Hall assisted the Board members with signing the new bank signature cards.

Old Business, continued

The bid opening for Station 5 – Pelican, was held at Central Station on Tuesday, October 18, 2016, at 11:00 a.m. with Architect Brian McNew, Architect Sara George, Administrator Joe Magee, Assistant Administrator Karl Mann, Supervisor Steve Confair, EMS Board member Latarsha Shelton, DeSoto Fire District 8 Chief Fred Lowery, and others present. There were four bidders with one bidder being disqualified for no signature authority. The low bidder was M & M Builders for \$1,397,898.00. Thames made the motion to approve the bid. Ingvarnsen seconded the motion. There were 6 yeas and 1 nay – Parker. Motion carried.

Magee stated that DeSoto EMS will pay for 2/3 of the construction, and DeSoto Fire District 8 will pay for 1/3 of it. The station will be a joint venture between the two entities to serve the Pelican area – located on Hwy. 512.

DeSoto Parish Police Jury member, Greg Baker, assigned the terms for the new Board members as follows: 2-years Latarsha Shelton, Keith Parker, and Dennis Reed; 4-years Brent Ingvarnsen, KaTina Lane, and Rusty Canton; and 6-years Tim Thames. When their current term expires, and if they are re-appointed, their term will be for six years.

New Business:

Parker made the motion to purchase a Chevrolet 4500 ambulance that has already been bid by another governmental entity from Excellence for \$180,276.69. Reed made the second, and all ayes carried the motion.

The fate of the former Station 3 on Hwy. 171 was discussed with no decision being made. Avenues for a cooperative endeavor will be pursued.

Dr. Pat McGaully has joined long-time DeSoto EMS Medical Director, Dr. Joseph Farquhar, as Co-Medical Director. Dr. McGaully, an Emergency Medicine physician and a Stonewall resident, has been volunteering his time to assist with training our EMS staff. He will be working hands-on and riding out on runs with the medic crews. We are very fortunate to have Dr. McGaully on-board with us.

Thames made the motion to adopt the Capital One resolution below to give the new Board the authority to have a governmental account. Lane seconded the motion. Motion carried by all ayes. The resolution is as follows:

DeSoto Parish Ambulance Service District
231 EMS Circle, Mansfield, LA 71052 on October 18, 2016

This is to certify that the Undersigned is the duly elected and acting Secretary/ Clerk of the Board of the above named organization (the "Organization"), and that a regular or duly called special meeting at which a quorum was present, the following Resolutions were adopted and have not been amended or revoked as of the date hereof and are now in full force and effect:

RESOLVED, that Capital One, N.A. (hereafter referred to as the "Bank"), is designated as a legal depository for funds of the Organization.

RESOLVED, that the following individuals are authorized for and on behalf of the Organization to open a transaction account (Demand Deposit/Savings/Money Market Savings) with the Bank and to execute and deliver to the Bank any additional documentation, including but not limited to, a signature card or cards supplied by the Bank, containing a specimen signature of such individuals. Furthermore, such individuals are authorized for and behalf of the Organization to conduct transactions, to endorse or cause to be endorsed, to deposit or cause to be deposited from time to time checks, drafts and other instruments and funds payable or held by the Organization and that any funds so deposited shall be subject to withdrawal by any 2 of the authorized individuals: Latarsha Shelton, KaTina Lane, Dennis Reed, Keith Parker, Rusty Canton, Tim Thames, and Brent Ingvarlsen.

RESOLVED, that the above mentioned individuals, as well as designee(s) by written instructions from the Organization is (are) authorized for and on behalf of the organization to open a Certificate of Deposit account with the Band and to execute and deliver a confirmation of instructions and additional documentation containing a specimen signature of such individual(s). Any funds deposited therein shall be subject to withdrawal or transfer by such individual(s).

RESOLVED, that the Bank may purchase, give credit for, cash, accept, and pay funds on deposit in any of the aforementioned accounts without inquiry, all items signed, drawn, accepted, endorsed on behalf of the Organization whether under a title, the words "Authorized Signature" or otherwise with the purported actual or facsimile signature of any 2 of the officials whose names, title and specimen signature appear above or on a rider hereto, or his or her successor in office, regardless of the circumstances under which the signature shall have become affixed if it resembles any actual or facsimile signature previously certified to the Bank. The Organization shall indemnify the Bank against all claims, damages, liabilities, cost and expenses (including by not limited to, attorneys' fees and disbursements) incurred by the Bank in connection with honoring any purported signature of any authorized signer or any refusal to honor the signature of any person who is not an Authorized Signer. The Organization acknowledges that dual signature requirements and restrictions impose no liability to the Bank.

RESOLVED, that each of the forgoing resolutions shall continue in force until express written notice of its rescission or modification has been received by the Bank, but if the authority contained in them should be revoked/terminated by operation of law without said notice, it is resolved and agreed for the purpose of inducting the Bank to act hereunder, that the Bank shall be saved and held harmless from any suffered or liability incurred by it in so acting after revocation or termination without notice.

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The Undersigned further certifies that each person whose name appears is acting for the Organization in such authorized capacity, and that each signature on this certification is a true specimen of the signature of the person whose signature it purports to be,

Attested by Joe Magee, Secretary/Clerk of the Board of the Organization
This 18th day of October, 2016.

Witnessed by Candace Lodrige, Bank Representative

CPA Maura Gardner facilitated a workshop for the new EMS Board. She prepared a binder packed with information that they will need while serving as governmental Board members including: the open meetings laws, budget procedures, bid laws, governmental audits, ethics, and ambulance service district laws.

The motion to adjourn at 6:54 p.m. was made by Ingvarlsen. The second was made by Thames. All ayes carried the motion.

The next meeting will be Tuesday, November 8, 2016.

Latarsha Shelton
Board Chairman

Rusty Canton
Board Vice-Chairman