

**McCandless-Franklin Park Ambulance Authority**  
**Minutes of the March 21,2023 Board of Directors Meeting**  
**6:00 PM Start, In-person and Virtual**  
**Located at 9925 Grubbs Rd, Wexford, PA 15090**

**Attendees:**

Marcia Caliendo, Board Chair

James Bonomo, Vice Chair and Treasurer-Virtual

Ankur Puri, Secretary-Virtual

Thomas Stein

William Youngblood

Tyler McCardell-Virtual

**ABSENT:** Keith Hall

**Other Attendees:**

Attorney Mike Witherel

Trish Cloonan, McCandless Twp. Liaison

Chris Dell, Chief

Michele Gnoth, Administrative Coordinator

**Public:**

Norm Prycl, Captain

**Public Comment:**

There was no public comment.

**Call to Order:**

Board Chair Caliendo called the Board Meeting to order with the Pledge of Allegiance at 6:00 PM.

Bill Youngblood was welcomed to the Board of Directors. Bill provided the Board with some background on himself.

Attorney Michael Witherel reviewed and educated the Board of Directors about Municipal Authorities. Michael covered many topics:

- Operating under the Municipality Act
- Covered The Ethics Act
- Reviewed The Sunshine Law

- Reviewed Public Bidding
- Covered the topics for which an Executive Session would be needed.
- Reviewed the “Right to know law”.
- Statement of Financial Interest Act.
- Reviewed what a “Conflict of Interest” would include.

**Human Resources:**

- Chief Dell announced that E. Horton has started a part time position and that the three other new hires are progressing with varying degrees of success and expediency.
- The Chief updated the Board on the radios received from Allegheny County.
- He reviewed the upcoming training at MFPAA.
- Chief Dell said he was going to attend an ambulance billing conference to receive a certification for Ambulance Financial Officer.

**Operations Report:**

- Chief Dell reviewed the KPI Report with the Board.
- Reviewed the number of calls per municipality and said the call volume was down
- The new Medic 132 being worked on the following week.
- New mobile radios will be installed in six units in April.

**Financial Report:**

- Chief Dell reviewed the financial reports with the Board.

Total Revenue-Actual \$344,841 Budget \$233,333 Difference \$111,508

Total Expenses-Actual \$234,373 Budget \$224,948 Difference \$9,425

- Chief Dell stated he continues to work on lowering the overtime amount.
- A motion was made by Tyler McCardell and seconded by Ankur Puri to approve the Disbursements for February 2023. The motion passed unanimously.
- Chief Dell reported that the Capital campaign is underway for McCandless-Franklin Park areas, as well as the subscription drive for Pine, Bradford Woods and Marshall Twp.
- The Chief informed the Board that letters went out to all the nursing facilities in our service area asking for donations.
- The Chief reviewed the funds from RAD (Regional Asset District).
- ERTC funding- We should be eligible, and the accountants are working on it.

**Facilities:**

- The garage floor had all the cracks sealed and the new flooring will be applied very soon.
- The garage ceiling and walls are painted.
- Chief Dell is working with the County to replace garage doors.
- The training room has made a lot of progress. MFPAA is getting a grant from Lefcon to place cameras and recording devices in there for training purposes.
- The Mural is finished and looks great.

**New Business:**

- Chief Dell and the Board will continue to meet with the Municipal Managers regarding future municipal support.

**General Matters:**

- Chief Dell supplied the Board with a training report for all employees that goes towards their continuing education hours.
- MFPAA teaches CPR and First Aid to the Police and Fire Departments. We would like to extend that service to the residents.
- Chief Dell inquired about being a member of PA Municipal Authorities Association for \$2,500 per year.

A motion was made by James Bonomo and seconded by Ankur Puri to pay \$2,500 per year to belong to PA Municipal Authorities Association. The motion passed unanimously.

- Chief Dell updated the Board that he wanted to work on a grant to be able to purchase protective gear-turn out gear for the field providers. Boots, Coats, and helmets. The gear they have now is outdated and falling apart. The newer employees don't have any at all. The Chief wants this to be a priority.

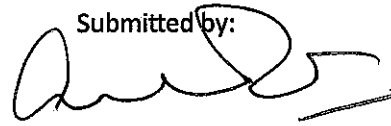
**A motion was made by Bill Youngblood and seconded by Tom Stein to adjourn public meeting. The motion passed unanimously.**

**Next Board Meeting Tuesday, April 18, 2023 at 6:00 PM**

Prepared by:

*Michelle Smith*  
Administrative Coordinator

Submitted by:

  
Secretary