

**McCandless-Franklin Park Ambulance Authority**  
**Minutes of the June 20,2023 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

Ankur Puri, Secretary, Virtual

Keith Hall

William Youngblood

Tyler McCardell, Virtual

**Other Attendees:**

Attorney Mike Witherel, Virtual

Trish Cloonan, Town of McCandless Liaison

Chris Dell, Chief

Michele Gnoth, Administrative Coordinator

**Public:**

There was no public present. No public comment.

**Call to Order:**

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

***A motion was made by Keith Hall and seconded by Bill Youngblood to approve the minutes of the May 16,2023 Board Meeting. The motion passed unanimously.***

**Human Resources:**

Chief Dell reviewed the new personnel, Ben Potts, Part time Paramedic.

Anna Meyer reduced her hours to part time to focus on medical school.

We have had multiple applications for all positions including volunteers.

Recent injury updates were given by the Chief.

The new PPE/Rescue Helmets were updated and discussed.

Chief Dell explained to the Board that there will be a staff meeting and encouraged Board participation at it. He will announce the date/time later. There will be two meetings.

Chief Dell updated the Board that the Employee Assistance Program is now up and running since 6/1/23.

### **Operations Report:**

Chief Dell reviewed the KPI report with the Board.

The call number remains consistent. Billable calls and Profit and Loss Statement reviewed.

### **Financial Report:**

Total Revenue- **Actual** \$390,817 **Budget** \$233,333 **Difference** \$157,484

Total Expenses-**Actual** \$232,363 **Budget** \$224,949 **Difference** \$7,414

**Total Disbursements** \$269,766.06

A motion was made by Bill Youngblood and seconded by James Bonomo to approve the monthly disbursements. The motion passed unanimously.

The Board of directors requested that the company credit card statements be included in the Board packets for review.

There was discussion about possibly raising the amount that a subscription costs per year.

Chief Dell updated the Board regarding the 2022 Audit. He has been working with the accounting firm to deliver the information they are requesting.

The Chief gave the Board the Conflict-of-Interest Policy for them to review and sign.

***A motion was made by Tyler McCardell and seconded by Bill Youngblood to approve the Conflict-of-Interest policy. The motion passed unanimously.***

Chief Dell updated the Board on the 2% loan process.

The Municipal Audit is underway.

### **Facilities:**

The new garage doors at Station 1 will be installed in late August or the beginning of September.

Station 2 needs concrete pads repaired and painted.

**New Business:**

Medic 135 is the next to be replaced.

2024 Ambulance remount- Work on it in 2023, delivery of the ambulance will be in 2024.

Raising the credit limit of the company credit cards was discussed. Chief Dell and the Board of Directors decided instead of multiple company bills being paid via credit card, it be reviewed to see what can be set up to be paid via ACH.

**General matters:**

Chief Dell provided the Board with the training report for the month.

Correspondence with the Municipalities was reviewed.

The Open house day was discussed. Everything went very well and was well attended.

The Board of Directors went into Executive Session at 7:18 PM and ended at 7:44 PM to discuss a personnel matter.

***A motion was made at 7:47 PM by William Youngblood and seconded by James Bonomo to adjourn the Executive Session. The motion passed unanimously.***

**Next Board Meeting Tuesday, July 18,2023 at 6PM**

Prepared by:

*Michèle Gnoth*

Administrative Coordinator

Submitted by:

Secretary

