

McCandless- Franklin Park Ambulance Authority
Minutes of the August 15,2023 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
Bill Youngblood, Board Member
Tom Stein, Board Member
Keith Hall, Board Member

Other Attendees:

John Parks, Franklin Park Council
Attorney Mike Witherel
Jason Singer, Town of McCandless Liaison
Bryan Hinds- Creese, Smith and Hune Accounting
Jim Hune-Creese, Smith and Hune Accounting
Chris Dell, Chief
Michael Wholihan, Financial Coordinator
Michele Gnoth, Administrative Coordinator

Public:

There was no public present. No public comment.

Call to Order:

Board Chair Caliendo called the meeting to order with the Pledge of Allegiance at 6PM.

Presentation of MFPAA 2022 Audit

Jim Hune and Bryan Hinds from Creese, Smith, Hune and Co. LLC reviewed the 2022 Financial Audit with the Board of Directors. There is a revision of the statements due to the way AIM (Billing Company) was recording Contractual Allowances. Note: The issue has been resolved.

Results- They offered an Unqualified Opinion (no issues found).

A motion was made by James Bonomo and seconded by Bill Youngblood to approve the minutes of July 18,2023 Board Meeting. The motion passed unanimously.

Board Chair Caliendo inquired about the Municipal Request Audit Review.

Jason Singer, Town of McCandless Liaison reported that they have not yet seen the report.

A funding formula for 2024 Municipal Support was presented by Chief Dell.

There was much discussion with The Board of Directors and McCandless Twp and Franklin Park Representatives regarding the need for municipal funding.

Jason Singer asked some questions of the Board of Directors regarding the request for funds.

There was a lot of discussion re McCandless and their "In Kind Support". MFCAA pays McCandless 100% of what McCandless pays for vehicle maintenance and Fuel. McCandless purchases fuel at a discounted rate.

John Parks, Franklin Park Council spoke about the importance of the Municipalities helping to fund MFCAA. John gave many reasons why Franklin Park Borough has always supported MFCAA.

Human Resources:

Chief Dell informed the Board that the Employee Handbook is finished and is being reviewed now for accuracy.

Personnel files are being updated to a better system.

Wellness Program has made a lot of progress. There will be more to follow.

Chief Dell stated that there will be a Recognition Program for employees. He explained how it will work and how it will have a positive impact.

There have been no changes in staff. Multiple applications weekly. No employee injuries.

Operations Report:

Chief Dell reviewed the KPI Report with the Board of Directors.

The call volume was down in July and back up this far in August, which had an impact on the Revenue.

Financial Report:

Chief Dell reviewed the financial reports with the Board of Directors.

Total Revenue-**Actual** \$143,972 **Budget** \$233,333 **Difference** \$(89,361)

Total Expenses- **Actual** \$249,232 **Budget** \$224,949 **Difference** \$24,283

Total Disbursements \$241,268.78

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

The 2023-2024 McCandless-Franklin Park subscription Drive will be mailed on August 28, 2023.

The E-mail blast was sent out at the beginning of August and has been doing well.

Michael is working on a Grant from Passavant Foundation for Medical Equipment.

Facilities:

Chief Dell reported that MFPAA will be getting two new air conditioning units at Station 1 within the next couple weeks. Both of these units (two of our four) are not currently functional.

The new garage doors for Station 1 will be installed in September.

Franklin Park Base-Station 2 was painted and cleaned up. Plumbing issues were fixed.

General Matters:

Training is going well. There is an Active Shooter Class here on 8/16/23.

The MFPAA Board of Directors Meetings will now be held on the 3rd Monday of the Month at 6PM.

A motion was made by James Bonomo and seconded by Tom Stein to change the day of the Board meeting from the 3rd Tuesday of the Month to the 3rd Monday of the month at 6PM. The motion passed unanimously.

A motion was made at 7:30 PM by Tom Stein and seconded by Bill Youngblood to adjourn the public meeting. The motion passed unanimously.

Next Board meeting Monday September 18,2023 at 6PM

Prepared by:


Administrative Coordinator

Submitted by:

Secretary



Operations