

McCandless-Franklin Park Ambulance Authority
Minutes of the January 15, 2024 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, Board Member
Mark Sullivan, Board Member-Virtual
Stephen Solman, Board Member

Other Attendees:

Attorney Michael Witherel
Jack Casey, Town of McCandless Liaison
Chris Dell, Chief
Norm Prycl, Captain
Michael Wholihan, Financial Coordinator
Michele Gnoth, Administrative Coordinator

Public:

Stuart Prunty- Franklin Park Candidate
Adam Frisch-Franklin Park Candidate
Trish Cloonan

Call to order:

Attorney Michael Witherel called the meeting to order with the Pledge of Allegiance at 6:05 PM.

Election of Officers for Calendar year 2024:

A motion was made by James Bonomo and seconded by Keith Hall to nominate Ms. Caliendo as Board Chair.

The motion passed unanimously.

A motion was made by Marcia Caliendo and seconded by Keith Hall to nominate James Bonomo as Vice Chair.

The motion passed unanimously.

A motion was made by James Bonomo and seconded by Keith Hall to nominate Ankur Puri as Secretary.

The motion passed unanimously.

A motion was made by Ankur Puri and seconded by Keith Hall to nominate James Bonomo as Treasurer.

The motion passed unanimously.

Election of Appointments for calendar year 2024:

All will remain the same as previous year.

Committees as appointed by the Chair:

Finance Committee- James Bonomo, Marcia Caliendo, Mark Sullivan.

HR/Talent Management- Keith Hall, Marcia Caliendo. Another will be announced later.

Strategic Planning-Keith Hall- Chairman, James Bonomo and Marcia Caliendo.

Marketing and Compliance will be decided later.

Introductions:

Stephen Solman, Board member, introduced himself and gave a brief history.

Mark Sullivan, Board member, introduced himself and gave a brief history.

Jack Casey, Town of McCandless Liaison, introduced himself to the Board and gave them a little background on himself.

Adam Frisch and Stuart Prunty, both Franklin Park Candidates, introduced themselves to the Board.

There was no public comment.

A motion was made by James Bonomo and seconded by Keith Hall to approve the minutes of December 18,2023 Board of Director Meeting. The motion passed unanimously.

Human Resources:

A new full-time wheelchair van driver was hired and starts on 1/16/24.

Operations:

Chief Dell reviewed the KPI report with the Board of Directors. Types of calls and locations.

A Call Volume and Trend Analysis Report was presented.

Financial Report:

Total Revenue: **Actual** \$285,597 **Budget** \$233,333 **Difference** \$52,264

Total Expenses: **Actual** \$275,924 **Budget** \$224,949 **Difference** \$50,975

Total Disbursements \$257,796.45

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

Michael Wholihan reviewed financial statements with the Board and discussed moving funds around in First National Bank to capitalize on the best possible interest rates, as discussed with the Finance Committee.

The REVISED Operating Budget was discussed and the need for such based on the shortfall of anticipated municipal funding. The budget reflects various reductions in expenses and increased revenue on the wheelchair van category based on the expansion of our contract with UPMC Passavant for wheelchair van service.

A motion was made by James Bonomo and seconded by Mark Sullivan to approve the revised 2024 Operating Budget. The motion passed unanimously.

Chief Dell announced to the Board that we received our 2% loan (\$260,000) and discussed the plans for it, which includes paying off the \$220k note at FNB for Medic 132 and investing the balance in CDs at FNB.

Michael Wholihan reviewed the grant applications and status of each.

Note 1: The 2023 Total Profit & Loss report subscription number reflects \$325,000 more than anticipated by the fact that the subscription revenue included accrual of a portion of the 2022 subscription funds. This practice was ended for FY 2023 as the subscription revenue began being recorded as it is received.

Note 2: The P&L Report also does not reflect the \$516,000 the organization spent on capital items.

Facilities:

Many bid specs have been sent out for the roofing projects. There have been no bids returned yet.

Old Business:

A motion was made by Keith Hall and seconded by James Bonomo to approve the Bylaws.

The motion passed unanimously.

Chief Dell discussed with the Board the letters that were sent out to the municipalities.

Chief Dell informed the Board that due to poor response for the "Get to know MFPAA" event on 1/17/24, it will be canceled.

New Business:

The vote for the Retention Policy will be tabled until the February 2024 meeting.

Chief Dell reviewed all the accomplishments of 2023 and discussed all the Goals for 2024.

Keith Hall updated the Board about the two-day Strategic Planning session he conducted at MFPAA with the command staff and administrative staff. A mission and vision statement were created by this group, and it will be reviewed by the Board of Directors at the February 2024 meeting.

Chief Dell reported that he will be reaching out to the Pittsburgh North Regional Chamber of Commerce for information.

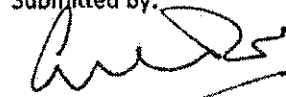
The Board of Directors went into Executive Session at 7:15 PM and adjourned at 7:35 PM to discuss a personnel matter.

Next Board meeting Monday, February 19, 2024, at 6pm.

Prepared by:


Administrative Coordinator

Submitted by:


Secretary