

McCandless-Franklin Park Ambulance Authority

Minutes of the May 20, 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-Virtual

James Bonomo, Vice Chair and Treasurer

Ankur Puri, Secretary

Adam Frisch, Board Member

Keith Hall, Board Member

Mark Sullivan, Board Member

Stephen Solman, Board Member

Other Attendees:

Attorney Michael Witherel

Jack Casey, Town of McCandless Liaison

Victoria Pongrace, President of Bradfordwoods Council

Trish Cloonan, Town of McCandless Council

Joe Wall, Town of McCandless Council

Chris Dell, Chief

Norm Prycl, Captain

Michael Wholihan, Financial Coordinator

Michele Gnoth, Administrative Coordinator

Public: No public present. No public comment.

Call to order:

Vice Chair James Bonomo called the meeting to order with the Pledge of Allegiance at 6PM.

A motion was made by Adam Frisch and seconded by Keith Hall to approve the minutes of April 15, 2024, Board of Directors Meeting. The motion passed unanimously.

Chief Dell played the "Open House Video" to the Board.

Human Resources:

Chief Dell reported to the Board that one employee has resigned to take a job closer to home.

One part time employee resigned.

One full time employee moved to another state to be with family for health reasons.

There continues to be applications sent in daily from people wanting to work here.

There is a Team meeting on 5/30/24 at 6pm. Chief Dell encouraged Board members to attend.

Monday May 20, 2024, begins EMS week.

Operations Report:

Chief Dell reviewed the KPI report and operations report with the Board. (Call Locations and Types of calls).

A new CQI report was shown to the Board and will be added to the Board packet monthly. This report identifies the current efforts of the CQI Committee.

Financial report:

Chief Dell explained that the disbursements were higher than the prior month due to paying for the new squad, Turn out gear, and the locking system of two stations.

Chief Dell reviewed the report in the packet of all expenses that occurred for the last two years.

Chief Dell reviewed the financial reports with the Board.

Total Revenue: Actual \$265,913 Budget \$277,083 Difference \$ (11,170)

Total Expenses: Actual \$249,555 Budget \$247,603 Difference \$1,952

Total disbursements \$ 446,313.76

A motion was made by Marcia Caliendo and seconded by Adam Frisch to approve the monthly disbursements. The motion passed unanimously.

Facilities:

The metal roofing on Station One should be installed soon.

The replacement garage doors at Station Two should also be installed soon.

Old Business:

The new squad has arrived, and the Board members were invited to look at it.

There was much discussion regarding communications with the municipalities and Board structure.

Chief Dell reports he has been having good communications with the Municipalities.

Contract or Participation by the Municipalities was discussed at length.

CAAS update: MFPA is officially accredited and had radio and television coverage of the announcement.

New Business:

Chief Dell reported that they are getting closer to presenting the cost of readiness report.

The annual audit is underway and should be complete by the end of June.

Chief Dell will be meeting with the Municipal Managers on 6/5/24.

The Board of Directors went into Executive session at 7:25 PM to discuss employee bonuses and came out at 7:40 to resume their meeting.

Mark Sullivan made a motion to approve the compensation discussed in the Executive session and it was seconded by Steve Solman. The motion passed unanimously.

Keith Hall made a motion to adjourn the meeting at 7:45 PM and it was seconded by Steve Solman.

The motion was passed unanimously. The meeting adjourned.

Next Board meeting Monday, June 17, 2024, at 6PM.

Prepared by:

Michael Smith
Administrative Coordinator

Submitted by:

Michael Smith
Secretary