

Minutes of July 21, 2025, Board of Directors Meeting

6PM start, In Person and Virtual

Located at 9925 Grubbs Rd., Wexford, PA 15090

Attendees:

Marcia Caliendo, Board Chair

James Bonomo, Vice Chair

Brian Zydel, Board Member

Rob Pizzica, Board Member

Steve Solman, Secretary

Other Attendees:

Attorney Savannah Vernea, Witherel Kalina Law Group

Jack Casey, Town of McCandless Liaison

Chris Dell, Chief

Norm Prycl, Captain-Virtual

Joe Wall, Town of McCandless Council

Michael Wholihan, Financial Coordinator

Nick Dell, PA Western University Intern

Call to order:

Board Chair Marcia Caliendo called the Board Meeting to order with The Pledge of Allegiance at 6:01 PM

Public:

No public comment.

Approval of Minutes:

A motion was made by Jamie Bonomo and seconded by Bryan Zydel to approve the minutes of June 16, 2025, Board of Directors Meeting. The motion passed unanimously.

Chief Dell introduced unpaid intern Nick Dell, who is working 6 hours a week, once a week, for six weeks at MFPAA. He is studying Management at PA Western University.

Human Resources:

Personnel - MFPAA hired a part-time, nurse/paramedic...he started today.

Chief Dell mentioned the exploratory phase of a retirement retention program, which was discussed with the Finance Committee prior to the Board meeting, which is to be utilized as a long-term retention effort to have a significant difference for the agency.

The retention of key employees who want EMS as their long-term career, we are considering offering a pension which could replace the current Simple IRA of a 3% cash match per paycheck per employee for those that have elected to participate. The PA Municipal Retirement System (PMRS) provides a Case Study analysis at no cost and takes approximately 2-3 months to complete. The results will be shared once the actuary analysis is sent to Chief Dell. It was the decision of Brian Zydel and Jamie Bonomo to not pursue the Defined Benefit plan option but to apply for a defined contribution cash basis plan and review the plan as plausible. There are other pension-related strategies to consider once we have received the Cash Basis amount recommended and required by the PMRS actuary.

We will always have Center for Emergency Medicine students and younger EMT's and Paramedics pursuing health-related degrees that want jobs at MFPAA. Though our focus is to retain and build a solid core of staff that will continue to train our current staff.

Marcia stated to keep attorney Mike Witherel in loop with any legality issues with this exploratory review of a possible employee pension program. The analysis will determine a set amount of deposit per year to keep the pension active. The vesting period for the employees is to be determined.

The Motion to have PMRS perform a no cost evaluation for our benefit was made by Brian Zydel and seconded by Steve Solman. All Board of Directors present voted in favor of the motion.

Currently we have approximately \$100k on the books with 15 employees having an accumulated amount of unused vacation and Paid Time Off hours. Our goal is to pay 50% of this amount in December of 2025 and 50% in 2026 specifically with these employees.

The 2025-26 Handbook policy will state that employees can only carry over from one calendar year to the next: 2 weeks of PTOV and 16 hours PTO. This will begin in 2026.

Captain Norm Prycl discussed the National EMS Memorial Service event which he attended with Crew Chief Patrick Hansen in Washington D.C. The national ceremony honored 29 EMS professionals who suffered a Line-of-Duty Death. A wreath was placed at the Tomb of the Unknown Soldier in Arlington, VA. Members of EMS Honor Guard were present from across the nation. Norm and Patrick were on the national stage for the memorial ceremony and carried sabers which was streamed live on Facebook on Saturday July 19th.

Operations Report:

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

The wheelchair van service has been very busy. We only receive around 50% of payments for the service provided. Chief Dell has now made several payment options to improve the wheelchair van service.

CQI – 242 charts were reviewed and overseen by Dr. Frisch which is completed monthly with our CQI Committee. Airway Training is being completed by staff for July's skill set review.

Marcia asked about CAAS re-certification for this year. Chief Dell noted this is part of our overall QA process and there is a tracking process...A responsibility managed by Michael Wholihan.

She also asked about our billing compliance for CAAS. Each month there is a meeting with AIM. Michele and Chris are both Certified Ambulance Compliance Officers. They review with AIM random claims, 5-10 per month, as ALS, BLS, and NETs, and discuss in detail proper documentation for submission. This has been occurring monthly for a year.

Wheelchair Van – we have a contract with UPMC Passavant to bill for the transfer of patients.

We created a new payment card for patients which states the wheelchair van trip is not covered by the hospital or insurance. Our van drivers state to their patient they are here to transfer, will make a call with the payer or Power of Attorney indicating we are charging approximately \$80 per transfer trip.

We established a process for more follow up utilizing Joyce Levine's company to collect payment per claim and follow up with 2-3 attempts per patient as necessary. We anticipate a 70-80% increase in revenue from this improved process.

The Safety Committee had their annual workers compensation meeting. This submission will result in a discount of 5% in the annual expense.

We are scheduled to take delivery of a remounted ambulance in January 2026. The E-Series ambulance is a cut-a-way version of a remount. The next 2-3 ambulances will also be remounts.

Station 2: new flooring is being installed in the bathrooms; David Davis Communications installed new safety cameras.

We received new Turn Out Gear from Fire Force for new employees as Personal Protective Gear.

We have a warranty on all four of the newest ambulances.

Approval of Operational Disbursements was made by Brian Zydel and Jamie Bonomo seconded the approval.

Financial Report:

Chief Dell reviewed the financial reports with the Board.

Total Revenue: Actual \$426,241 Budget \$329,250 Difference \$96,991

Total Expenses: Actual \$311,609 Budget \$280,058 Difference: \$ (31,552)

Amount written off to subscriptions- Actual \$16,027 YTD \$116,482.05

Total disbursements were \$ 341,645.88

A motion was made by Steve Solman and seconded by Brian Zydel to approve the monthly disbursements. The motion passed unanimously.

Brian Zydel asked why the Training costs were \$35k. Chief Dell responded by explaining the costs of training and equipment, versus the costs in the budget with the staff performing in-house training and using grant funds to offset training expenses.

Facilities:

Station 2 - there was sewer work completed which left a large divot in the yard. Zach Filous is the new Franklin Park Borough Town Manager. He came to Station 130 for a tour and meeting with Chief Dell. He has made arrangements for the repairs of the divot.

Station 1 - general repairs due to a minor roof leak; we spent 85k a year ago, we need to replace vent pipes which were not done at that time and replace the tiles, there is a warranty on the roof.

The Town of McCandless approved the 2-year funding amount that was proposed by MFPAA. The Board is most appreciative of the financial contribution. We are now awaiting a response from Franklin Park on their financial support amount and multi-year agreement.

New Business:

Rob Pizzica mentioned the next meeting with Mike Pernice (The Stoop) to the Marketing Committee is this Thursday at 9 am.

Community Paramedic-led Transition Intervention (CPTI) program. Michael and Norm will travel to Madison WI to observe the CPTI program in September. The grant of \$42K will be used to off-set the costs.

MFPAA annual family picnic will be held at Cadence Clubhouse on August 10 from 12- 3 pm and all family members are welcome.

Joe Wall mentioned how grateful he was for the training led by MFPAA at his Catholic Parish St. Aiden's Church. There have been seven medical situations at the parish recently. The training courses have been Stop the Bleed, Community Active Shooter, CPR and use of the AED. MFPAA will be at the St. Aiden annual festival on July 29-30 as standby.

A motion was made by Brian Zydel and seconded by Rob Pizzica to adjourn the Board meeting at 6:42 PM. The motion passed unanimously. The Board of Directors met for an Executive Session.

Next Board Meeting Monday, August 18, 2025 at 6PM

Prepared by:


Administrative Coordinator

Submitted by:


Secretary