

MINUTES

CALL THE MEETING TO ORDER:

Chairman Robert H. Rohner, Jr. called the meeting to order at 10:06 A.M. Also present were Theresa Laino, Vice Chair, Aaron Springs, Supervisor, Kyle Rohner, Township EMS Director, Susanne Duffy Emergency Services Administrator, Tarah Decker, Emergency Services EMT Supervisor, Sean Logsdon, Township Solicitor, and Edwina Wolfe, Assistant Secretary.

PUBLIC COMMENTS:

None.

EMERGENCY MEDICAL SERVICES:

K. Rohner suggested drafting a mutual aid agreement to be sent to all municipalities and agencies that will be serviced by Lehman/Pike Emergency Medical Services (L/P EMS). There needs to be a clause in the agreement that the EMT from another ambulance service provider can drive the L/P EMS chase vehicle behind the ambulance to the hospital when the medic is in the ambulance transporting a patient. Mr. Logsdon will draft an agreement and send it to the supervisors for their approval.

Attorney Logsdon discussed the need to learn the fees other ambulance services charge for transport and services provided. S. Duffy will contact ARS who will be doing the billing for L/P EMS to inquire about these charges. Mr. Logsdon asked if the charges will be different for people who have out of state insurance. S. Duffy will research and find the answer.

K. Rohner discussed his concern regarding receiving payments from Bushkill Emergency Corp when mutual aid is provided with them. Billing needs to be sent out quickly in hopes payment is received directly from the insurance companies instead of trying to get payment from Bushkill Emergency Corp.

K. Rohner asked that an additional clause be put in the mutual aid agreement stating that if a L/P EMS medic is on board an ambulance that the ambulance does not become available for another call until the mutual aid crew is returned back to the chase vehicle to avoid the medic remaining on the ambulance for an extended period of time. Additionally, it needs to be specified in the agreement that anyone who drives a L/P EMS vehicle needs to be EDVT and EMS VO Stamp certified. Mr. Logsdon mentioned that the insurance company needs to be notified that employees of other agencies will be driving the chase vehicle.

K. Rohner informed those in attendance that the Pike County Control Center is ready to dispatch as soon as L/P EMS is ready.

R. Rohner mentioned the need to put an employment ad in the newspaper. T. Decker will prepare the ad and give it to Mr. Rohner.

S. Duffy discussed that the knox boxes are ordered for the chase vehicle– as soon as they are delivered, they will be installed and the drugs can be ordered. Once this is complete she can call to have the vehicle licensed.

R. Rohner asked if they are able to obtain the needed drugs. S. Duffy is waiting for approval from St. Luke's to be able to order.

T. Decker ordered the backboards and padded splints from Amazon and is waiting for delivery.

T. Decker also ordered the embroidered job shirts from TCB Promotions and found jackets for EMS employees. These need to be ordered.

T. Decker drafted an agreement for employees to sign saying they must return all equipment issued to them when their employment terminates before their final pay is released.

The BLS ambulances are completely outfitted. Other than the Knox boxes and drugs, the chase vehicle is ready to go.

S. Duffy said she will find out if all of the supervisors will need background checks done in order to obtain the insurance for the EMS service.

EXECUTIVE SESSION:

Personnel.

ADJOURNMENT:

There being no further business motion made by Mr. Rohner to adjourn the meeting 11:08 A.M. second by Mr. Springs. Unanimous.

Respectfully submitted by,

Edwina Wolfe
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Assistant Secretary