

MEETING MINUTES

SOUTH EAST REGIONAL EMERGENCY SERVICE AUTHORITY

April 21, 2021

- 1.) The meeting was held in person and via Zoom. The meeting was called to at 1330 by Director Rouhib
- 2.) **Roll Call:**
Board Members Present: Rouhib, Coppler, Monroe, Sage, Woodcox
Others Present: Kanigowski, Leese, Pettyes, Piper, Walters
- 3.) **Adoption of Agenda:**
Request to table LAS Update
Motion to Amend 6b made and approved
Motion to support and adopt agenda as amended
- 4.) **Approval of Meeting Minutes**
A. Minutes for 3/17/21 – Motion made by Sage, Seconded by Monroe
Motion Carries
- 5.) **Correspondence – None**
- 6.) **Executive Director Report**
 - A. Performance Status Report
 - i. Employee referenced in document
 - ii. Kudo's by St. Clair Shores officer – Leese said thank you for the Kudos's. Those go a long way for our staff
 - B. Tabled
 - C. Hiring Process
 - i. SERESA is in process of recruiting. Request made for all agencies to put the opening on their Facebook pages. Agencies agreed to do that.
- 7.) **Old Business**
 - A. Fraser
Discussion took place regarding a funding formula and the position/proposal from Roseville. Monroe on Roseville's behalf proposed a budget suggestion of 25% equal distribution for a selected line items in the budget. Rouhib used an analogy of two houses using the same city services but one house was larger than the other so the larger house had to pay more, and he felt that is how we are billing the cities now and that it is the same analogy and how he looks at it. He feels it should be based on call volume as it is now and not an equal distribution between cities. Woodcox and Coopler felt that most items should be based on call volume as well and the list that Roseville provided was too large. Both felt that the list should much smaller and a discussion regarding the items proposed are appropriate or not. The discussion was concluded with a review of the list and determine what would be more equitable

with a percentage split and a call per service split. Coppler verified that Roseville's intention was to review the full Articles and determine what changes would need to be made. Monroe felt that the process was rushed and before the fee structure was presented to Fraser it should have had more discussion. Pettyes advised that the intention all along was for Fraser to become a Member City. He needed the fees in order to present to his city and was given those numbers by Director Bartram. Pettyes. Rouhib asked John Walters what the FY 21/22 contract price for Fraser would be, if the \$290,000 would be correct. Walters advised the \$290,000 was a placeholder based on a conversation with Bartram and will be closer to \$297,000.

Discussion took place that the Board would have additional discussion to review the Articles and make changes, work on new language and come to agreements as to changes that needed to be made for not only Fraser but any city that may want to join in the future.

B. Project Consultant Director Contract:

Rouhib asked if there were any concerns over the signed agreement. No comments were made. Woodcox made a motion to proceed with the employment agreement as presented. Coppler second. Motion Passed.

8.) Disbursements

A. Disbursements Review and Approval

- i. Disbursement #9 – Motion made by Monroe Seconded by Sage – Motion Carries

9.) Revenue and Expenditures

- A. March 2021 – Motion made by Woodcox, Seconded by Monroe - Motion Carries

10.) Committee and Liaison Report

- A. Fire Operations Committee – Piper
 - i. Fire Ops Report Update – No Report
- B. Law Operations Committee – Woodcox – nothing to report
- C. TAC – To be scheduled in very near future when Deputy Director finishes a policy.

11.) New Business – None

Leese advises that he received a call from LEIN field services notifying him that Macomb County is due for a LEIN audit, all agencies should be expecting an audit, SERESA would be audited in May.

12.) Hearing of the Public – None

13.) Closed Session

Motion made to go into closed session by Woodcox, seconded by Rouhib – Motion carried – 1:55 pm. Returned from Closed Session at 2:06 pm

14.) Action Item

- A. Interim Director's Contract motion to put the details of the contract as discussed into draft for a final vote in May meeting for an effective June 1, 2021 date. Motion by Monroe, Support by Woodcox

15.) Adjournment – motion made to adjourn meeting by Woodcox, seconded by Sage

Meeting adjourned at 2:10 pm