



Jackson Parish Ambulance Service District

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Aaron K. Johnson, Jr.

EMS Director

Governing Board: Joe Vail, Allen Lindsay, Alma Williams, Conchita Doyle, Bill Strawbridge

John L. Overby

Medical Director

Meeting Minutes for Regular Scheduled Board Meeting: Thursday May 11, 2017 @ 12:00 noon

Present: Joe Vail, Allen Lindsay, Bill Strawbridge, Conchita Doyle, Aaron Johnson, Amber Swanner and Heather Terral.

Absent: Alma Williams

Guests: Jeff Carpenter and Robert Whitten

Meeting was called to order by Joe Vail at 12:00 p.m. Roll call by Aaron Johnson: Present: Joe Vail Allen Lindsay, Conchita Doyle and Bill Strawbridge. Absent were Alma Williams. Quorum noted. Conchita Doyle led invocation. Pledge of Allegiance led by Allen Lindsay. Guest present were Jeff Carpenter and Robert Whitten. No guest comments. Motion made by Allen Lindsay and seconded by Conchita Doyle to approve meeting minutes for Public Meeting on April 13, 2017. All in favor and motion carried. Motion made by Bill Strawbridge and seconded by Allen Lindsay to approve and accept the financials as presented. All in favor and motion carried. Motion made by Conchita Doyle and seconded by Bill Strawbridge to approve to pay monthly bills. All in favor and motion carried. Aaron Johnson gave the director's report which included the Fleet maintenance/fuel updates, Employee scheduling, employee safety/training meeting, advertise hiring needs, Lions club meeting overview, Life Air training overview, EMS instructor class for interested employee, update on schedule of events tax election, ABC Conference travel and lodging booked, MCO IGT \$76,189.97 to LDH, JPASD trip/mileage count. Approval to pay \$500.00 and materials for EMS instructor class providing an employee to attend, with the agreement that they conduct CEU training for service employees approved by Conchita Doyle and seconded by Bill Strawbridge. All in favor and motion carried. Directors Report approved by Allen Lindsay and seconded by Bill Strawbridge. All in favor and motion carried. Old business- None presented. New business A) New Hire Pay Scale - Motion made to table new hire pay scale pending payroll budget outlook by Allen Lindsay and seconded by Conchita Doyle all in favor and motion carried. B) Purchasing and Disbursements Policy -Motion made by Allen Lindsay and seconded by Conchita Doyle to approve Purchasing and Disbursement Policy. All in favor motion carried. C) Fuel Policy and Procedures -Motion made by Bill Strawbridge and seconded by Allen Lindsay to approve Fuel Policy and Procedures. All in favor motion carried. Motion made by Allen Lindsay and seconded by Bill Strawbridge to adjourn meeting. All in favor motion carried. Meeting ended at 12:57.

Next Board Meetings will be held:
Thursday, June 15, 2017 @ 12:00 noon
Thursday, July 13, 2017 @ 12:00 noon
@ JPASD – 115 Watts Street – Jonesboro, LA

Aaron Johnson /Secretary-Treasurer
Unofficial Minutes