



## **BOARD OF DIRECTORS MEETING September 28, 2023**

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- 1. Call the monthly meeting to order**
- 2. Pledge of Allegiance**
- 3. Guest Section**
  - a. Sign-In
  - b. Guest Comments
- 4. Approval of Agenda**
- 5. Secretary's Report**
  - a. Draft of the minutes of the Board of Directors meeting held on August 23, 2023.
- 6. Financial Operations Manager**
  - a. Bills for August
  - b. Balance sheet for August
  - c. Profit/Loss sheet for August
  - d. Other updates and cash flows
- 7. Operations Manager**
  - a. Status of staff
    - i. Review of hours
    - ii. New Employees
    - iii. Number of Calls
  - b. Field Training Representative Report
  - c. QA/QI Report
  - d. County Meetings
    - i. PSRO - Saginaw
  - e. Vehicle Updates
- 8. Safety Committee - None**
- 9. Old Business**
  - a. Ambulance
- 10. New Business**
  - a. Policy Review
  - b. Closed
- 11. Next Board of Directors Meeting - October 10, 2023 @ 7pm**
- 12. Adjourn**



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# Operations Report | August 2023

## Staff Report

**Status:**

17 Total EMT, 3 Part-Time, 1 on FMLA  
 5 Total Paramedics, 1 Part-Time, 1 on FMLA

**New:**

Gavin Delau (Part-Time), Justin Dixon (Full-Time), Gabe Bennett (Full-Time)  
 Interviewed 2 EMTs: Jonathan Olsen, and Hailey Lopez. Both offered positions and will be starting soon

**FTO:**

Gabe Bennet has been released from the program. Justin Dixon and Gavin DeLau will be starting in FTO.

## Scheduling Report

New Lothrop	Flushing	Post
100% Total Coverage 98.3% ALS Coverage	64.5% Total Coverage 50% ALS Coverage	45.1% Total Coverage 35.7% ALS Coverage

**Notes:** August 20th New Lothrop was downgraded BLS due to the Paramedic having a family emergency. ALS coverage resumed at 1900.

## Run Report

Call Type	New Lothrop	Flushing	Post
911 Response	66	54	7
Transfers	0	31	15
Event	0	3	13
Total	66	88	35



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## Vehicle Report

**173:** Alignment completed

**175:** Rear A/C unit leaking water into the cab. Fixed and was under warranty.

**177:** Brakes & Rotors all the way around; Alignment

**176:** Will need new tires

**178:** Out of Service due to critical repairs needed.

## Quality Assurance Report

195 Reports were reviewed. 3 reports were reviewed by Saginaw-Tuscola MCA due to the nature of the call. 174 were submitted to billing with 20 marked as complete/unbillable. 2 reports are still marked for "Needs crew attention"

Staff members have been getting better with uploading paperwork, and obtaining signatures/documentation.

## Final Notes

Everyone did an excellent job this month and got a lot accomplished. It was an incredibly busy month covering the Saginaw Fair, Shiawassee Fair, and the Owosso City Speedway.



## Operations Report Run Volume August

Shift		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
New Lothrop	911	3	3	3	0	2	1	3	3	1	3	1	2	2	4	3	4
Flushing	911	6	3	EVENT	0	2		EVENT	5		3	7	4		0	5	1
	IFT	0	2		2	2			2		4	1	1		4	2	5
Post 1	911	EVENT		1	EVENT	3		1		1		EVENT	EVENT				
	IFT			2		0		2		2							
Total		9	8	6	2	9	1	6	10	4	10	9	7	2	8	10	10
Shift		17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
New Lothrop	911	2	1	2	3	0	0	3	4	4	0	2	3	0	3	1	
Flushing	911	5						1		6				6		EVENT	
	IFT	2						2		2				2			
Post 1	911		0			0	0				1						
	IFT		1	1		2	0				2					3	
Total		9	2	3	3	2	0	6	4	12	3	2	3	8	3	4	0



## Operations Report Shift Coverage August

Shift	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
New Lothrop	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS
Flushing	ALS	ALS	BLS	BLS	ALS		BLS	BLS		ALS	BLS	ALS		ALS	BLS	ALS
Post 1	BLS	BLS	BLS	ALS	ALS			BLS	ALS		BLS	ALS				
Shift	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
New Lothrop	ALS	ALS	ALS	BLS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	ALS	
Flushing	BLS				ALS	BLS	BLS		BLS				ALS		ALS	
Post 1		ALS	BLS	BLS	BLS					BLS						