

Election of Officers and Indemnification, by the NIESA Board Attorney. There were additional corrections made to the proposed Bylaws Section 4 and Section 8. ***It is recommended this item return for action at the February 13, 2020, NIESA board meeting.***

Ms. Hart shared the proposed NIESA Organizational Chart does not align with the proposed Bylaws. The board suggested some minor changes to the Organizational Chart. ***There was board consensus that the document will be used as an appendix to the Bylaws.*** It is recommended this item return for action at the February 13, 2020, NIESA board meeting.

Mr. Kane thanked Ms. Hart for taking the lead on editing NIESA's Bylaws.

Job Description-additions/changes—Director Yanz presented a draft job description for the Deputy Chief position dated 12-31-2019. After Board Member review and a few recommended edits, ***the board unanimously recommended this job description be reviewed and approved by the Personnel Committee, then brought back for board action at the February 13, 2020, NIESA board meeting.***

Public Relations Committee—the NIESA board is actively seeking ways to promote the many community events/services/ honors/happenings/ambulance runs/fire runs serviced 24/7 by NIESA Williamston/Leroy Fire Stations {aka Northeast Ingham Emergency Service Authority (NIESA)}. It is recommended each Township promote NIESA services through their websites, social media and even twitter, if available. Mr. Kane will follow up with Fowlerville News & Views to see if NIESA could have a section designated in their paper to “Highlight” NIESA happenings, honors, events, service recognitions, etc. All other board members should follow up with their respective townships on social media public relations advertising opportunities; especially website promotion of NIESA. ***It is recommended a public relations update be shared by NIESA board members at the February 13, 2020, NIESA board meeting.***

Action Items (Agenda 9)--None

Reports (Agenda 10)

NIESA Director monthly report—Director Yanz provided his Monthly Director's Report in the area of Administrative, Operations, Training, Grants, Personnel and other.

Treasurer (10.b)—No additional

Committees (10.c) –None

Department Heads (10.d)—Enclosed

- NIESA Education monthly report from Paula M. Curtis
- NIESA Leroy EMS, monthly report from EMS Chief Davis
- Fire run summary from Leroy Chief Pfiester
- NIESA Williamston EMS, monthly report from Chief Siegel
- AccuMed December Monthly Account Analysis, dated January 3

Public Comment (Agenda 11)

There was public comment related to the Deputy Chief position. The position is currently open to internal and external candidates.

Association Member Comments (Agenda 12)—None

Board Member Comments (Agenda 13)

Mr. Griffes shared a concern regarding Leroy TIFFAs and the pass through monies to NIESA Leroy. Mr. Belanger will check with Williamston City Council to see how the TIFFA process flows with pass through monies back to NIESA Williamston and report back at the February 13, 2020, NIESA Board meeting.

Mr. Kane reminded NIESA board members of a time when NIESA provided CPR classes to the Boy Scouts. Director Yanz is CPR and First Aid certified and will check with the Rotary to see if they would assist with the sponsorship of this skill. Director Yanz will report back at the February 13, 2020, NIESA Board Meeting.

ADJOURNMENT (Agenda 14)

Mr. Griffes, seconded by Ms. Hart, moved that the NIESA Board meeting be adjourned.

Ayes: 5

Nays: 0

Motion carried.

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Frans Wilbrink, Chairperson / Acting Secretary
NIESA Board