

Ambulance Authority  
Meeting Minutes  
Wednesday, February 22, 2023  
5:00 p.m.

**Members present**

Missy DeFord  
Dr. Jay Trussler  
Frank Watkins  
Dr. Jeff Keele  
Tim Stubblefield

**Others present**

Michael Bonner, Chief, Coffee County EMS  
Paul Tibbs, Deputy Chief, Coffee County EMS  
Lorie Nunley, Admin. Assistant, Coffee County EMS  
Larry Sloan, Tullahoma Fire

1. The meeting was called to order at 5:04 p.m.
2. Dr. Trussler made the motion to approve the agenda. Frank seconded the motion. Motion carries.
3. Frank made the motion to approve the minutes from the January 19, 2023 meeting. Dr. Trussler seconded the motion. Motion carries.
4. Write offs for January 2023: \$7,227.33. Missy made the motion to approve the write offs. Frank seconded the motion. Motion carries.
5. Quarterly Financial Reports: Nothing to report this month.
6. Calls for January: 980, Billable calls: 513, Chute time: 61 seconds.  
Average scene time: 16 minutes, 52 seconds. Average response time: 7 minutes, 08 seconds.  
Total call time: 45 minutes, 53 seconds. Busiest day: Tuesday. Busiest time: 2:00 pm. – 3:00 p.m.
7. Old Business:
  - a. There was a discussion between Michael and the Board regarding paying employees while they are going to school. Missy said that since the budget packet needs to be turned in by February 28<sup>th</sup>, Michael needs to contact the attorney soon. Frank made the motion that Michael talk to the county attorney and bring that information back about what the legality is and whether we are/are not in compliance with the existing county policy (about sending people to school and paying them), and bring it back to the next meeting. Dr. Trussler seconded the motion. Motion passed.
8. New Business:
  - a. Michael was contacted on January 21, 2023 that there was a fire at Life Care Center in Tullahoma. He gave a brief synopsis on the events that took place. He felt the event went very well.
  - b. Michael got an email from Marianna stating that Bonnaroo is not paying for anything anymore because the county has mandated a fee on the tickets and they feel it's enough money to cover everything. Michael has added \$22,000 to the payroll budget (FY 23/24).
  - c. Michael and the Board discussed the proposed 23/24 budget. The Board has requested that Michael increase the communication equipment to \$7,500 and to increase the furniture budget to \$10,000. Dr. Trussler made the motion to approve the budget with those amendments. Dr. Keele seconded the motion. Motion carries.
  - d. Frank made the motion to get a Lowe's credit card. Dr. Trussler seconded the motion. Motion carries.
9. Public comments:
  - a. Larry took the floor. He wanted to know when the last time the EMS protocols have been updated. Paul said he spoke to LeeAnne and she said the State is working on new ones but they haven't posted them yet.
10. Dr. Keele made the motion to adjourn the meeting. Missy seconded the motion. Motion passed.  
The meeting adjourned at 6:58 p.m.

The next Ambulance Authority meeting will be held on March 16, 2023 at 5:00 p.m.