

**HIGHLAND RESCUE TEAM AMBULANCE DISTRICT
Highland Station – 317 South Lookout Mountain Road
LOSAP Board Meeting Minutes
June 13, 2017**

Chairman Robert Keating called the meeting to order at 4:05 p.m.

Directors present were Robert Keating, Steve Carpenter, and Richard Tyrrell-Ead

Others present: Chief Jan Keating, Christina Shea, Janet Tyrrell-Ead and Barbara DeBoer.

MINUTES OF PREVIOUS MEETING: approved as written

OLD BUSINESS

Review member Leave of Absence (LOA) and vesting.

The following example was given to the board at our December board meeting: a member is moving and has 5 more months before she is vested because she took a 5 month LOA while at paramedic school. If we allow 3 months of her LOA to count toward vesting- she has to work only 2 more months (6 shifts) to become fully vested.

The board has to decide if they want the rules and regulations changed or if it should be up to the Chief's discretion on how to apply LOA to vesting. Also if there are several LOA's should they be combined with a maximum of 3 months permitted?

Rob Keating commented that the Board usually does what the Chief's recommends.

Roxanne Lenny said that it could be tough if it is left up to the Chief because the Chief changes every few years.

All the Board members agreed that it has to be consistent so it should be part of the rules and regulations.

Roxane Lenny made a motion we change Section 3.1.6.3.C.2 to read "Participants shall receive time credit for a maximum of 3 months of LOA for purposes of determining years of service with Highland Rescue Team. Multiple LOA's will be combined to calculate the 3 month policy. Medical leaves of absence with durations greater than four months shall be reviewed on a case by case basis by the LOSAP board." Steve Carpenter seconded the motion and all voted in favor so the motion passed.

NEW BUSINESS

Richard Tyrrell- Ead asked about Ron Quaife's resignation and if we needed to forewarn the LOSAP the Board as it would be a sizable withdrawal.

Barb said that it was not necessary as LOSAP is fully funded. Also Ron would most likely not be withdrawing the funds until next year.

ADJOURN: 4:20