

Northeast Ingham Emergency Service Authority Board Meeting

Call to Order (Agenda 1)

The regular meeting of the NIESA Board was called to order by Chairperson Diederich, on April 9, 2026, beginning at 7:00 p.m. at Station 62, 315 W. Walnut Street, Webberville, Michigan.

Roll Call (Agenda 2)

Voting Members Present: Mr. Chick, Mr. Diederich, Mr. Duffy
Mr. Hansen, Mr. Miller, Ms. Schoenborn,
Mr. Wilbrink

Voting Members Absent: None

Non-Voting Members Present: Ms. Schultz, Earl Griffes, Lana Stanfield

NIESA/Employees Present: Director Yanz, Deputy Chief Drent,
Rochelle Clayton, Edis Dzaferovic,
Cameron Dillday, Pam Fraley, Rich
Kopitsch, MacKinley Lane, Ron
Lillywhite, and Jeff Slaton

NIESA/Employees Absent: None

Guests: None

Pledge of Allegiance (Agenda 3)

Chairperson Diederich led the NIESA Board in the Pledge of Allegiance.

Recognition of staff in the house—Chairperson Diederich recognized the many staff listed under ***NIESA/Employees Present*** and thanked them for attending tonight’s meeting and for their service.

Approval of Agenda (Agenda 4)

Approval of Agenda—that the NIESA Board of Directors approve the agenda of the regular meeting held Thursday, April 9, 2026.

Amendment: Mr. Hansen recommended two items be added to the New Business portion of the agenda as follows: b. Recording and Access to Recording and c. Disclosure Form of Political Conflict of Interest.

Mr. Wilbrink, seconded by Ms. Schoenborn, moved to approve the agenda of the regular meeting for Thursday, April 9, 2026, as amended.

Ayes: 7

Nays: 0

Motion carried.

Public Comment (agenda 5)

Pam Fraley, a NIESA employee, attended the meeting to address questions raised regarding NIESA accounting practices. With a degree and over 30 years of combined experience in insurance, financial oversight, and check-balance processes, she provided the Board with an overview of how NIESA conducts its financial operations. She explained the internal accounting structure, the safeguards in place, and the procedures followed to ensure accuracy, transparency, and compliance. Her explanation outlined the steps taken within the organization to manage funds responsibly and demonstrated the rigor of NIESA's financial practices.

Approval of Minutes (Agenda 6)

Approval of Minutes—that the NIESA Board of Directors approve the minutes of the regular meeting held March 12, 2026.

Mr. Wilbrink, seconded by Mr. Hansen, moved to approve the minutes of the regular meeting held March 12, 2026.

Ayes: 7 Nays: 0 Motion carried.

Approval of Consent Agenda (Agenda 7)

Approval of Consent Agenda—that the NIESA Board of Directors approves the NIESA Check Account Summaries and Payroll Account Summaries dated March 2026.

Mr. Wilbrink, seconded by Ms. Schoenborn, moved that the NIESA Board approve March 2026, consent agenda Item 7, as presented.

Roll Call Vote: Ayes: 7 Mr. Chick, Mr. Diederich, Mr. Duffy, Mr. Hansen, Mr. Miller, Ms. Schoenborn, and Mr. Wilbrink

Nays: 0
Motion carried.

Old Business (Agenda 8) – (Action Items)

Member at Large Position—non-paid position, 4-year term (July 1, 2026-June 30, 2030). Any interested resident should submit letters of interest to NIESA, Attn: NIESA Board, 1296 W Grand River, Williamston, MI 48895 by May 26, 2026. The board will appoint a new Member at Large at their June 11, 2026, NIESA Board meeting.

Disclosure Form of Political Conflict of Interest— Mr. Hansen asked the

Board to consider adopting a Political Conflict of Interest Disclosure Form and provided an example currently used by the City of Williamston. He noted that he files an annual form with the city to ensure transparency and avoid any appearance of nepotism.

The Board discussed whether such a form is necessary for NIESA. Mr. Wilbrink explained that NIESA Board members operate under different laws and regulations; therefore, any proposed form would require legal review. Ms. Schoenborn stated she does not believe an additional form is needed, noting that NIESA's existing Principles of Governance/Conduct Code already addresses conflict-of-interest expectations.

New Business (Agenda 9) – (Discussion Items)

Principals of Conduct—a NIESA form that embraces stewardship, deliberations and constituent services that safeguard NIESA community's health, safety, and general welfare providing sufficient safeguards that negate potential conflict of interest situations. It is recommended a Roll Call vote be held to approve legal counsel review of ***NIESA's Principles of Governance/Conduct Code Form***.

Mr. Hansen, seconded by Ms. Schoenborn, moved to approve legal counsel review of NIESA's Principles of Governance/Conduct Code Form to ensure compliance of applicable ambulance and fire authority laws and regulations.

Roll Call Vote: Ayes: 4 Mr. Chick, Mr. Hansen, Ms. Schoenborn, and Mr. Wilbrink

Nays: 3 Mr. Diederich, Mr. Duffy, Mr. Miller
Motion carried.

Meeting Recording/Access to Recording – Mr. Hansen understands NIESA is now recording all NIESA Board Meetings and has asked for an update on the meetings recordings and access to these recordings.

The Board discussed making NIESA meeting recordings publicly available. Equipment testing is still underway, and the Board agreed that a formal policy must be established before posting any recordings online. Director Yanz will work on drafting a policy, including options for hosting videos on YouTube and placement on the NIESA website. It is recommended Director Yanz bring a draft policy for Board review next month for consideration.

Mr. Hansen moved to make recorded meeting minutes available to the public; however, the motion failed for lack of a second.

Financial Reporting – Mr. Hansen raised a concern about the difference between weekly versus monthly financial reporting. He noted that the City provides detailed financial reports with full backup documentation, which are reviewed and approved by the City Council. His point was that this creates a clear, public record of how funds are spent.

Ms. Schoenborn, NIESA Board Treasurer, responded that she receives the same financial information from NIESA. While NIESA provides a summary report to the Board, all supporting documentation is available for review at the NIESA office. She noted that NIESA's Office Manager, Paula, maintains digital copies of all invoices, which can be accessed for review at Station 61, Williamston, Michigan, if needed.

Reports (Agenda 10)

Director Yanz delivered the Monthly Director's Report across Administration, Operations, Training, Grants, and Personnel. Highlights included 15 participants passed the NREMT test, Director Yanz attended Critical Incident Training Class, Engine 61 will be licensed as a medical response vehicle, International Fire Fighter's Union Vote May 6th.

Treasurer Report

- *Bank Balances/Investment Report/Bank Fees*

Department Heads

- NIESA-EMS Fire Report, April 2026
- EMS/MC Accounting Report

Public Comment (Agenda 11)

Rochelle Clayton (FF-EMT)- International Fire Fighters (IFF) Union – representative provided information that the IFF Vote is May 6th. Rochelle expressed that FF/EMT's are extremely happy with current leadership and appreciative of the support they receive. They noted the importance of safeguarding the positive working conditions they currently experience; while also ensuring they look out for their own best interests.

Board Member Comments (Agenda 12)

Mr. Duffy thanked the Board for a thoughtful and productive meeting and expressed appreciation to staff, including Ms. Fraley, for their ongoing work. He noted that it would be beneficial for NIESA to provide an annual update to each participating Board (i.e., Williamstown Township, etc.). Mr. Duffy shared that having NIESA appear once a year to answer questions and provide face-to-face communication would be valuable for his Board and others, should NIESA be willing.

Ms. Schoenborn thanked Director Yanz and Chief Drent for their dedication, noting that both contribute significantly behind the scenes in ways that often go unnoticed.

Chairperson Diederich noted that if anyone knows someone interested in the Member-at-Large position, they should encourage them to apply. He clarified that this role represents NIESA as a whole—not any single municipality—and serves all participating communities and their residents.

Mr. Wilbrink extended congratulations to Paula, noting that she dedicates an exceptional amount of time to her work and rarely takes time off. He added that she truly loves being part of NIESA.

Adjournment (Agenda 13)

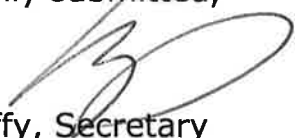
Ms. Schoenborn, seconded by Mr. Hansen, moved that the NIESA Board meeting be adjourned at 8:23 p.m.

Ayes: 7

Nays: 0

Motion carried.

Respectfully submitted,



Kevin Duffy, Secretary
NIESA Board