

**Mountain Counties  
Emergency Medical Services Agency  
Board of Directors Meeting Minutes  
Special Meeting March 6, 2023**

Location: Via Zoom  
Time: 1:00 PM

Board Members Present: Gary Tofanelli (Chairperson) – Calaveras County; Jeff Brown (Vice-Chairperson) – Amador County; Terry Woodrow – Alpine County; Miles Menetrey – Mariposa County

Guests: Jim Whitworth – Mariposa County Public Health; Alan McNany – American Legion Ambulance; Chris Edgerly – Calaveras County Public Health

Staff: Tom Morton – Data Systems and Communications Coordinator; Susan Watson – Executive Secretary / Financial Services Assistant; Derek Cole – Agency Counsel

**A. Call to Order**

The meeting was called to order at 1:05 PM by Chairperson Tofanelli with a quorum of four members present.

**B. Welcome and Introductions**

Ms. Watson conducted a roll call of the JPA Board members.

Chairperson Tofanelli called for self-introductions.

**C. Appointment of Acting Executive Director**

Chairperson Tofanelli explained notice has been received the Executive Director will not return to work before June 1, 2023 so this special meeting is to take some actions needed to keep the Agency working as well as possible.

Mr. Morton said he is humbled and willing to accept the position in the absence of the Executive Director.

Supervisor Menetrey thanked Mr. Morton.

Mr. McNany complimented Mr. Morton's efforts in the absence of the Executive Director.

Mr. Whitworth lent his support to Mr. Morton's efforts as well.

**M/S/C (Woodrow/Menetrey) To appoint Tom Morton as the Acting Executive Director in the absence of the current Executive Director.**

**Roll Call Vote**

Alpine County – Aye  
Amador County – Aye  
Calaveras County – Aye  
Mariposa County - Aye

**Motion Passed 4-0**

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**D. Acting Executive Director Compensation**

Chairperson Tofanelli noted Mr. Morton has been carrying out the Executive Director duties for the entire period of the Executive Director’s absence.

Information was requested and shared regarding the step schedule for the Executive Director and the current salary for Mr. Morton in his present position. It was also noted that the current Executive Director is at Step 4.

Discussion ensued regarding workload and length of service.

**M/S/C (Woodrow/Menetrey)** To set the compensation for the Acting Executive Director at Step 4 on the Executive Director Salary Schedule made retroactive to January 1, 2023..

**Roll Call Vote**

Alpine County – Aye

Amador County – Aye

Calaveras County – Aye

Mariposa County - Aye

**Motion Passed 4-0**

**E. Access to Executive Director Agency Workstation and Email**

Chairperson Tofanelli explained there is information in the Executive Director workstation needed to complete some pending work tasks.

Mr. Morton would like to reach out to the Executive Director one more time to obtain the login information before the network access is reset.

**M/S/C (Menetrey/Brown)** To grant the Acting Executive Director full access to the current Executive Director’s Agency workstation and email.

**Roll Call Vote**

Alpine County – Aye

Amador County – Aye

Calaveras County – Aye

Mariposa County - Aye

**Motion Passed 4-0**

**F. Next Scheduled Regular Meeting**

Monday, April 10, 2023 at 1:00 PM at Copperopolis Fire Station Training Room.

**G. Adjournment**

Chairperson Tofanelli adjourned the meeting at 1:25 PM.