ALLE-KISKI EMERGENCY SERVICES AUTHORITY

REGULAR MEETING OF THE BOARD OF DIRECTORS

1 Municipal Drive, Natrona Heights, PA 15065

5-26-2026| 7:00 p.m.

SECTION I — CALL TO ORDER	
1. Pledge of Allegiance to the American Flag	
2. CALL TO ORDER: _____ p.m.	**ALSO PRESENT:** Solicitor: _____ Recording Secretary: _____

ROLL CALL:

Jamie Nee (Joint At-Large)	Present / Absent
Charles Blackburn (Tarentum Borough)	Present / Absent
Susan Clark (Tarentum Borough)	Present / Absent
Jerry Taylor (Harrison Township)	Present / Absent
Nicole Kocon (Harrison Township)	Present / Absent
Richard Jones (Brackenridge Borough)	Present / Absent
Ralph Jones (Brackenridge Borough)	Present / Absent

Directors Present: ____ Quorum (4 required): Yes / No

Sunshine Act Notice:

This meeting is a public meeting of the Alle-Kiski Emergency Services Authority, held in compliance with the Pennsylvania Sunshine Act, 65 Pa.C.S. Ch. 7. Notice of this meeting was posted at least 24 hours in advance. All official action will be taken in open session. Members of the public are invited to attend. A public comment period will be provided.

SECTION II — APPROVAL OF MINUTES	
1. Approve minutes of the 5-13-2026 workshop meeting	**VOTE**
SECTION III — OLD BUSINESS	
1. Approve consultant proposal *The board reviewed the consultant proposal at the workshop meeting. This vote authorizes the engagement and allows cost analysis and fee study work to begin in preparation for the Fee Services Hearing.*	**VOTE**
2. Approve temporary solicitor proposal	**VOTE**

3. Authorize distribution of Solicitor RFP (RFP-2026-01) *Authorizes the Board Chairperson to formally issue RFP-2026-01 for legal counsel. Retaining a solicitor is required before the Authority can adopt bylaws, execute contracts, or proceed with the Fee Services Hearing. The $35,000 startup grant is available and designated for this purpose.*	**VOTE**
4. Bylaws and policies *The draft AKESA Bylaws was reviewed at the workshop meeting. The board has not formally adopted them pending solicitor review. This discussion is an opportunity to identify any remaining questions or provisions members want the solicitor to examine specifically.* *The Master Governance Policy Manual includes 17 policies and 33 supporting appendices covering ethics, procurement, personnel, HIPAA, financial controls, fleet management, and continuity of operations. Like the bylaws, formal adoption is pending solicitor review.*	**DISCUSSION**
SECTION IV — NEW BUSINESS	
1. Fee Services Hearing *The board will confirm the target date, data requirements, and accountability for the financial package that must be in place before the hearing can be scheduled. The annual EMS fee is the Authority's primary independent revenue source and the financial credential required to access bridge financing.*	**DISCUSSION**
2. Approve Executive Director job description *Board approval of the job description positions the Authority to move forward on the search when ready. No advertising or recruitment is authorized by this vote. The board will determine timing and next steps separately.*	**VOTE**
3. Establish standing committees: Audit and Finance, Personnel, and Operations *Establishes three standing committees consistent with the AKESA Bylaws. Committees prepare, review, and bring recommendations to the full board. All official decisions require a vote at a properly noticed public meeting of the full board.* **Committee Appointments, once voted on for approval** ▪ **Audit and Finance:** Nicole Kocon, Charles Blackburn ▪ **Personnel:** Jamie Nee, Sam Jones, Susan Clark ▪ **Operations:** Richard Jones, Susan Clark, Dr. Jerry Taylor, and EMS Supervisors Brad James and Jim Erb	**VOTE**
SECTION V — PUBLIC COMMENT	
Public Comment Period — Open to Residents and Taxpayers of Member Municipalities *Three-minute time limit per speaker. This is an open public meeting held in compliance with the Pennsylvania Sunshine Act. All public comment is welcomed.*	
SECTION VI — ADJOURNMENT	
Motion to Adjourn	**MOTION**

ADJOURNMENT TIME: _____ p.m. MINUTES RECORDED BY: _____