# ALLE-KISKI EMERGENCY SERVICES AUTHORITY

## REGULAR MEETING OF THE BOARD OF DIRECTORS

*1 Municipal Drive, Natrona Heights, PA 15065*

8-25-2026 | 6:30 p.m.

## SECTION I — CALL TO ORDER

| | |
|---|---|
| **1.** Pledge of Allegiance to the American Flag | |
| **2.** CALL TO ORDER:<br>________ p.m. | **ALSO PRESENT:**<br>Solicitor: ____________________________<br>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 — CITIZENS COMMENTS

| | |
|---|---|
| **Citizens** Comments Period — Agenda Items Only<br>*Three-minute time limit per speaker. This comment period is limited to items appearing on tonight's agenda. Residents and taxpayers of member municipalities wishing to speak on non-agenda topics may do so during the Citizens Comments period at the close of the meeting.* | |

## SECTION III —COMMITTEE REPORTS

| | |
|---|---|
| Audit and Finance | N. Kocon<br>C. Blackburn |

| | |
|---|---|
| Personnel | J. Nee<br>S. Jones<br>S. Clark |
| Operations | R. Jones<br>J. Taylor<br>S. Clark |
| **SECTION IV — OLD BUSINESS** | |
| 1. **Discussion**: Fee hearing<br>▪ *Finalize postcard for the fee hearing – LOCATION is necessary*<br>▪ *What is the timeline for the mailers*<br>▪ *Review who will present* | DISCUSSION |
| 2. **Vote: Motion to approve the final fee schedule and hearing documents.**<br>**Motion: ___________ Second: ____________ Tally: ___________** | VOTE |
| 3. **Discussion: Board policies**<br>▪ *Review of solicitor's notes for recommendations* | DISCUSSION |
| 4. **Vote: Board Policies**<br>**Motion: ___________ Second: ____________ Tally: ___________** | VOTE |
| 5. **Discussion: Update on Auditor RFP**<br>• Provide an update on the RFP Process | DISCUSSION |
| 6. **Discussion: Executive Director Position**<br>• *Timeline for the process? September posting, interview in October, hire in November?* | DISCUSSION |
| 7. **Discussion: Update Robb Consulting**<br>• *Clarification of vacant properties* | DISCUSSION |
| **SECTION V — NEW BUSINESS** | |
| 1. **Motion: Approve the Minutes from the Workship Meeting held on July 8, 2026 and the Board Meeting held on July 28, 2026.**<br>**Motion: ___________ Second: ____________ Tally: ___________** | VOTE |
| 2. **Motion: Approve the finance report as submitted**<br>**Motion: ___________ Second: ____________ Tally: ___________** | VOTE |
| 3. **Discussion: Employee Benefits**<br>*This item is for review and discussion of proposed employee benefits.* | DISCUSSION |

| | |
|---|---|
| **4. Discussion: Operations**<br>• *Discuss staffing levels, shifts, organizational chart development*<br>• *Discuss Medical Director and the selection process*<br><br>**5. Discussion: Project Planner**<br>*Discuss the timeline for the Public Fee Hearing* | DISCUSSION |
| **SECTION VI — CITIZENS COMMENTS** | |
| **Citizens** Comments Period — Open to Any Topic — Open to Residents and Taxpayers of Member Municipalities<br>*Three-minute time limit per speaker. This is an open public meeting held in compliance with the Pennsylvania Sunshine Act. This comment period is open to any topic, whether or not it appears on tonight's agenda.* | |
| **SECTION VII — ADJOURNMENT** | |
| **Motion** to Adjourn | **MOTION** |

ADJOURNMENT TIME: ________ p.m.   MINUTES RECORDED BY: ____________________________