

# MIDDLESEX-LONDON PARAMEDIC SERVICES AUTHORITY BOARD

## MINUTES

Wednesday, June 21, 2023, 10:00 AM  
MLPS Headquarters  
1035 Adelaide St S, London, ON N6E 1R4

Members Present      Bill Rayburn  
                                Cathy Burghardt-Jesson  
                                Brian Ropp  
                                Mike McGuire  
                                Susan Stevenson

Also Present            Adam Bennett, Deputy Chief, MLPS  
                                Josh White, Procurement Manager  
                                Colin Heise, Commander, Professional Practice  
                                Chris Traini, County Engineer/Deputy CAO  
                                Paul Shipway, Manager of Legislative Services/Clerk  
                                Neal Roberts, Chief, MLPS

### 1.     **CALL TO ORDER**

Chief Executive Officer/Executive Chair Rayburn called the meeting to order at 10:08am.

### 2.     **PROVISION FOR DISCLOSURE OF PECUNIARY INTEREST**

None.

### 3.     **MINUTES**

3.a     Minutes of the April 5, 2023 meeting of the MLPS Authority Board

3.b     Minutes of the Closed Session of the April 5, 2023 meeting of the MLPS Authority Board

*\*Paper copies of the Closed Minutes to be distributed to Members at the meeting.*

Moved by Brian Ropp

Seconded by Mike McGuire

THAT the Minutes of the April 5, 2023 meeting of the MLPS Authority Board be approved as presented; and

THAT the Closed Meeting Minutes of the April 5, 2023 meeting of the MLPS Authority Board be approved as presented.

Carried

#### **4. ACTION ITEMS**

- 4.a Request for Proposal #MLPS-2023-001 – Auto Body Repairs for Ambulances and Paramedic Response Vehicles

Report from Kelly Dolbear, Commander of Logistics, Middlesex-London Paramedic Service and Josh White, Procurement Services Manager

Moved by Cathy Burghardt-Jesson

Seconded by Mike McGuire

THAT the Middlesex-London Paramedic Services Authority Board authorize this report to be presented to Middlesex County Council on July 18, 2023 so that Middlesex London Paramedic Service may enter into contract with Colorworks Autobody Westman Collision to provide auto body and collision repair services.

Carried

- 4.b Request for Proposal #MLPS-2023-002 – Land Ambulance Fleet Maintenance, Repairs, and Inspections

Report from Kelly Dolbear, Commander of Logistics, Middlesex-London Paramedic Service and Josh White, Procurement Services Manager

Moved by Brian Ropp

Seconded by Susan Stevenson

THAT the Middlesex-London Paramedic Services Authority Board authorize this report to be presented to Middlesex County Council so that Middlesex London Paramedic Service may enter into contract with Quarrie's Tire and Auto to provide fleet maintenance, repairs, and inspection services.

Carried

4.c Treat and Refer Patient Model Update

Report from Adam Bennett, Deputy Chief of Operations Middlesex-London Paramedic Service

Moved by Susan Stevenson

Seconded by Cathy Burghardt-Jesson

THAT the Middlesex-London Paramedic Services Authority Board receive this report for information on the early adopter Treat and Refer Patient Care Model to and the continued efforts of Middlesex-London Paramedic Service to action efficiencies while delivering the highest level of care for the citizens of Middlesex County and the City of London.

Carried

4.d Enhanced Mental Health Support Program

Presentation from Colin Heise, Commander, Professional Practice, Middlesex-London Paramedic Service

Moved by Mike McGuire

Seconded by Susan Stevenson

THAT the Enhanced Mental Health Support Program presentation be received for information.

Carried

4.e System Status Update

Report from Adam Bennett, Deputy Chief of Operations, Middlesex-London Paramedic Service

Moved by Cathy Burghardt-Jesson

Seconded by Susan Stevenson

THAT the Middlesex-London Paramedic Service Authority Board receive this report for information.

Carried

4.f Paramedic Rapid Response Units

Report from Adam Bennett, Deputy Chief of Operations Middlesex-London Paramedic Service

Moved by Brian Ropp

Seconded by Susan Stevenson

THAT the Middlesex-London Paramedic Services Authority Board receive this report for information on the implementation of Rapid Response Units (RRU) and the continued efforts of Middlesex-London Paramedic Service to action efficiencies while delivering the highest level of care for the citizens of Middlesex County and the City of London.

Carried

**5. CORRESPONDENCE AND INFORMATION ITEMS**

5.a Middlesex County By-Law #7234 - A BY-LAW to Authorize the Creation of the MLPS Authority Board

5.b Middlesex County By-Law #7235 - A BY-LAW to approve the Terms of Reference for the MLPS Authority Board

5.c Middlesex County By-Law #7236 - A BY-LAW to appoint members of the MLPS Authority Board

Moved by Cathy Burghardt-Jesson

Seconded by Mike McGuire

THAT item 5.a to 5.c be received for information.

Carried

**6. CLOSED SESSION**

6.a MLPS Facilities

Report from Bill Rayburn, CAO

The Closed Session was deferred indefinitely.

**7. INQUIRIES**

None.

**8. NEW BUSINESS**

None.

**9. BY-LAWS**

9.a #001 - A BY-LAW to establish Terms of Reference for the Middlesex-London Paramedic Services Authority

9.b #2023-03 - A BY-LAW to appoint Directors and Officers to the MLPS Authority Board

9.c #2023-04 - A BY-LAW to Confirm the Proceedings of the June 21, 2023 Meeting of the MLPS Authority Board

Moved by Brian Ropp

Seconded by Mike McGuire

THAT the by-laws be given a first and second reading.

Carried

Moved by Cathy Burghardt-Jesson

Seconded by Susan Stevenson

THAT the by-laws be given a third and final reading.

Carried

**10. NEXT MEETINGS**

**11. ADJOURNMENT**

Moved by Brian Ropp

Seconded by Susan Stevenson

THAT the meeting adjourn at 12:08pm.

Carried

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Paul Shipway, County Clerk

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Bill Rayburn, Chief Executive  
Officer/Executive Chair