

AGENDA
HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE FEBRUARY 14, 2024
STARTING AT 6:30 P.M.
MEETING AT THE 9-1-1 CENTER
157 FREEDOM WAY,
MOOREFIELD, WV 26836

AGENDA:

- CALL TO ORDER/ROLL CALL
- BUDGET HEARING
- APPROVE MINUTES—JANUARY MEETING
- TREASURER'S REPORT

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE
- WARDENSVILLE, HCEAA, WEST HARDY EMERGENCY MEDICAL SERVICES, 9-1-1 CENTER UPDATES
- TRAINING
- AUDIT UPDATE
- UPDATE ON CO. 1 POLICY

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - APPROVAL TO PAY INVOICES
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
-
- **NEXT MEETING DATE, MARCH 13, AT 6:30 P.M., AT THE BAKER BUILDING, 17940 STATE ROAD 55, BAKER, WV.**

MEETING NOTICE

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

BUDGET HEARING AND REGULAR MEETING

WEDNESDAY, FEBRUARY 14, 2024

9-1-1 CENTER, 157 FREEDOM WAY

MOOREFIELD, WV

MEETING TIME WILL BE 6:30 P.M.

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING ON **WEDNESDAY, JANUARY 17, 2024, AT 6:30 P.M. AT THE 9-1-1 CENTER, 157 FREEDOM WAY, MOOREFIELD, WV.** THE MEETING WILL BE TO DISCUSS THE 2024-25 BUDGET AND THE REGULAR BUSINESS OF THE AUTHORITY. THE MEETING WILL BE OPEN TO ALL MEMBERS OF THE PUBLIC. A QUORUM OF THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY BOARD IS SCHEDULED TO MEET AND MAKE DECISIONS AND TAKE OFFICIAL ACTION ON MATTERS SCHEDULED ON THE MEETING AGENDA.

A COPY OF THE MEETING AGENDA WILL BE AVAILABLE, IN ADVANCE , TO ANY MEMBER OF THE PUBLIC AND/OR NEWS MEDIA AT THE CLERK'S OFFICE, ROOM 111, 204 WASHINGTON STREET, MOOREFIELD, WV 26836 OR BY CONTACTING THE HARDY COUNTY CLERK'S OFFICE AT TELEPHONE NUMBER 304-530-0250.

Hardy County Emergency Ambulance Authority

Board of Directors Meeting

February 14, 2024

Present: President Paul Lewis, Secretary Jean Flanagan, Fran Welton, Ronnie Crites, Hardy County Commissioner Steve Schetrom
HCEAA Medical Director Dr. Carmen Rexrode, HCEAA Executive Director Derek Alt, HCEAA Assistant Executive Director Nathan Kesner

Guests: Becky Fishel and Tom Walker from Wardensville Rescue Squad, Billie Jo Biddle and David Pratt from the West Hardy Emergency Medical Service; Steve Pendleton, Moorefield Examiner, John Wilkins

Public Hearing - FY2025 Budget

The Budget Hearing was called to order by Paul Lewis at 6:32 p.m. The Pledge of Allegiance and a prayer by Commissioner Steven Schetrom followed.

Executive Director Derek submitted a Statement of Activity for HCEAA from February 2023 to January 2024. It shows a \$97,792.99 shortfall.

Derek reported Wardensville submitted a budget request for building improvements completed last year. The building improvements were done to create living space for an HCEAA employee at the facility.

Derek also reported the West Hardy Emergency Ambulance Service submitted a budget request to change their annual stipend from \$60,000 to \$180,000.

Derek submitted two draft budget proposals. They are as follows:

Draft #1 - \$1,518,900. - Does not include the two budget requests outlined above.

Draft #2 - \$1,638,900. - Includes the two budget requests outlined above.

Derek said he doesn't see an increase in funding from services. He also said the Emergency Ambulance Fee hasn't increased from its inception in 2013. Under the current fee structure, the HCEAA can only operate for another two to three years. Derek recommended the HCEAA board recommend Draft #2 to the County Commission.

Both Paul Lewis and Billie Jo Biddle said expenses have increased. Dave Pratt said there are three bills in the West Virginia legislature that would help EMS tremendously.

Jean moved and Fran seconded a motion to submit Draft Budget #2 to the County Commission. The motion was approved. Steve Schetrom abstained.

The Public Hearing was adjourned at 6:51p.m.

HCEAA February Board Meeting

The HCEAA meeting was called to order by Paul at 6:52 p.m.

Secretary's Report

Secretary Jean Flanagan pointed out several mistakes in the January 2024 minutes. Jean moved and Ronnie seconded a motion to approved the amended minutes. The motion was approved. The revised minutes will be sent to the board.

Treasurer's Report

Executive Director Derek Alt provided the treasurer's report as of February 1.

Total Expenses for January	\$120,941.37
Total Revenue for January	\$ 98,340.42
Income from Fee	\$ 65,000.00
Income from Services	\$ 33,255.47
Other Income	\$ 84.95

Current Checking Account \$ 19,931.49

Current Savings Account \$ 8,452.95

Derek reported the month of January ended with a net loss of \$22,695. Another \$10,000 was requested from the Emergency Ambulance Fee account and the balance was taken from the HCEAA savings account.

Old Business

Building /Grounds

Nothing to report

Equipment

The cot for 373 was replaced but now it needs a new circuit board.

Stryker was on site to provide software updates on two of the three power load stretchers. They will return to do the third one at a later date.

Power supply units for cardiac monitors were recalled and two replacements were received.

Vehicles

371, 372, 373, 376 - All in service. Nothing to report.

383 - In service. Nothing to report.

Serv3/Argo - In Service. Will add a tote for water and protein bars for staff.

Calls for Service

Paul reported the following calls for service for January:

West Hardy EMS 117

HCEAA 68

Wardensville 20 - HCEAA covered 12

911 Dispatch - Paul is trying to hire a dispatcher, but not been successful.

Training

Several training opportunities are available in the coming months.
There is a DUI on Dispatch class at the 911 Center on March 14. This is sponsored by the Moorefield Volunteer Fire Company.
There is a HC ALS class on March 16.
There is a NIMS 300 class on April 30, May 1, 2.
There are two Wilderness Rescue classes in April

Audit

Assistant Executive Director Nathan Kesner reported all of Priority 1 and 2 items have been submitted for review.

Company 1 - Wardensville Update

Company 1 representatives said there were no complaints.
Nathan reported HCEAA covered the majority of calls in January.

New Business

County Commission

Commissioner Steve Schetrom reported the County Commission received \$143,763.21 from the State Salary Enhancement legislation - SB737 passed in 2023. Of that \$18,181.81 is for Crisis Management, \$125,581.40 is for EMS Salary Enhancement. These are one-time funds unless the legislature allocates funds again this year. Steve said the rules for the distribution of the Salary Enhancement part were the result of a task force consisting of the EMS Advisory Council and the County Commission Association of West Virginia.

Derek submitted the budget request for FY2025.

Derek requested an additional \$10,000 from the Emergency Ambulance Fee account. This will continue through the end of the fiscal year (June 2024).

Invoices

Derek reviewed the invoices from January. Fran moved and Ronnie seconded a motion to approved payment of the invoices. The motion was approved.

Comments

There were no comments from board members or the public.

Ronnie moved and Jean seconded a motion to go into Executive Session to discuss a personnel matter at 7:17 p.m.

Fan moved and Ronnie seconded a motion to come out of Executive Session on 7:46 p.m.
No action was taken during the Executive Session.

Jean moved and Ronnie seconded a motion to adjourn. The motion was approved.
Meeting adjourned at 7:50 p.m.

The next meeting of the HCEAA Board of Directors will be held on Wednesday, March 13, 2024 at 6:30 p.m. The meeting will be held at the HCEAA Headquarters, 17940 SR 55 in Baker.

Respectfully submitted
Jean Flanagan, Secretary

DATE Feb. 14, 2024

SIGN-IN SHEET

Name	Representing	E-Mail
Mathew Meyer	HEAA	
Steve Selstrom	County Commission	
Barry Fisher	UNRS	
Tom Blaker	UNRS	
Romyne Orites	HEAA	
Paul Sears	HEAA	
Gemma Reed	Medical Director	
John Wilkins	Trophic	
Derek Alt	HEAA	
Billie Jo Biddle	UNEMS	
Dave Pratt	Leitens	
Jan Wilton	HEAA	