

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE APRIL 11, 2018
STARTING AT 6:30 P.M.
MEETING AT THE HARDY COUNTY 9-1-1 CENTER,
157 FREEDOM WAY, MOOREFIELD, WV**

AGENDA:

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES
- TREASURER'S REPORT
- COMMITTEE REPORT

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- LIGHTS IN GARAGE AREA
- FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CENTER UPDATES
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT
- RETIREMENT PROGRAM FOR EMPLOYEES
- BOARD MEMBERS AND EXPIRATION DATES

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - APPROVAL TO PAY INVOICES
 - GRANTS
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
- NEXT MEETING DATE, MAY 9, 2018, LOCATION TO BE AT BAKER, WV

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

APRIL 2018 MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE HARDY COUNTY 911 CENTER, 157 FREEDOM WAY, MOOREFIELD, WV, ON APRIL 11, 2018, STARTING AT 6:30 P.M. 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, MAKE DECISIONS AND TAKE OFFICIAL ACTION ON MATTERS SCHEDULED ON THE MEETING AGENDA. THIS MEETING WILL ALSO BE FOR THE BUDGET HEARING.

A COPY OF THE MEETING AGENDA IS 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

April 11, 2018

Present: Paul Lewis: President, Tim Ramsey: Treasurer, Ron Crites, Bill Collins, Carmen Rexrode, Dave Pratt, Douglas Coffman, Patti Shoemaker, Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA Executive Secretary

Absent: George Crump: Vice President, Mary Fishel: Board Secretary, JR Keplinger: County Commission Representative

7 guest Present: Including 1 from Fraley's Ambulance Service, 1 with Moorefield Examiner, and 4 citizens

President Paul Lewis called the meeting to order at 6:30 PM followed by the Pledge of Allegiance and Prayer.

Motion to accept the minutes by Bill, 2nd by Ron, Motion Carries

Treasurer Report:

Derek reports as of today, we have \$38551.34 in Checking account and \$72,361.77 in the Savings account, as of today. Spent \$93,000 in March. Brought in \$161,000 last month. Total expenditures to date \$596,326.75. Income \$738,315.39 to date.

Committee: Nothing to report

Building, Equipment/Vehicle, supplies update

Building:

Derek reports public men's bathroom is backed up again. Bill & Derek are trying to locate the building plans to see exactly where the pipes go. Cannot understand where the backup begins.

Doug Coffman working on the plans for the lights in the bay.

Doug Coffman reports he had Kenneth Dove stop by and looked at the bay lights. Suggestion by Kenneth Dove is to put 24 two lamp LED's 8 foot in the center and to eliminate the outside lights. His estimate is \$5500.00. Doug said he could look into some Volunteer electricians. To replace the outside lights with LED lighting would be \$250 a light which includes material and labor. The other option is to put in \$50 light bulbs. Not sure if there are any rules or regulations with the county, because it is a county facility with volunteers completing the work. Paul will put on the agenda for the commission meeting to discuss.

Equipment: Nothing to report

Supplies: Nothing to report

Ambulance Calls:

Calls for February: Fraley 85 HCEAA 63 Wardensville 20

Training:

Dave Pratt reports medic class finishes in November.

Paul reports EMT class through Panthera ends at the end of May.

Derek reports Beth started the EMT class in Augusta on Tuesday.

Drug Inventory: Nothing to report

Retirement Program for Employees Update:

Colin reports he has the final copy of the By-Laws. He will be sending Derek a list of documents that are required and forms to be filled in. He to meet with the rest of the employees so everything will be ready for the vote in June. Currently about a month and a half ahead of schedule.

Board Member Terms:

Paul reports when the commission started the authority it was based on 15 members. The first group was for 1 year, the second group for 2 years, the third for 3 years. The commission did not replace the members. When the commission added new members, Paul put those members in place based on the area that the others members were on. Doug Coffman replaced member in Baker area, just renewed by the commission in the last meeting. Patti Shoemaker, Carmen Rexroad & Tim Ramsey filled spots from 2016 and on until 2022 and they renew next year. JR's is based on the county commission appointment & the commission will need to appoint someone from the County commission.

County Commission:

Nothing to report

Approval to pay invoices:

Motion to pay the invoices made by Bill, Dave 2nds. Motion Carries

Grants

Derek reports he spoke with Rose and has a resolution giving the authority approval to sign and apply for the USDA grant. We can possibly use the funds towards the purchase of the ambulance or the equipment just purchased. The resolution will need to be passed to give Paul the authority to move forward with the grant.

Motion to approve the corrected resolution by Bill, second by Carmen. Motion carries

Paul comments there are no other grants out there that he is aware of

By-Laws & Conflict of Interest:

Have been filed at the courthouse

Board Comments

Question/ Concern regarding collecting late fees. The program does not allow for us to query late fees at a later date. Tina has received several payments that do not include the late fee. Do we send the check back to include the late fee? Do we accept the check and try to collect the late fee? One suggestion was to waive the late fee as a one-time offense. Another suggestion, do not send the check back, waive the late fee for the first time. But there is an educational aspect, this is an EMS agency here to help people. But if there is a 2nd offense inform them that there was a late fee assessed, we waived the late fee once but we need to collect it this time. Do not return the money but try to be the nice, friendly face the HCEAA. Many on the board agree to waive the late fee if it is a first-time offense. Dr. Rexrode ask does the ordinance specify terms on the late fee?

Paul suggest we apply the regular payment and collect the late fee.

Paul states we need to sit down with the commission and the prosecuting attorney to clarify some issues and questions with the ordinance.

Colin can set up a system that would be fully automated and would generate a nice letter to go out to all people on your system before you ever turn it over to the credit collection agency. Then can send another letter stating you've had 30 days, it is time to pay up. Colin states he would do the whole collection for nothing.

Paul wants to get with Global Sciences for making changes with the program.

Public Comments & Questions

Have we collected more from the businesses? More payments have been collected

When are you gonna start charging them extra for not paying? We have to go back and review the time frame of when they were sent out.


When do you send the statements out? They are sent in July

When you look at what was spent for ambulance across the mountain, there are a lot of residents and businesses in Moorefield and Fraley only got \$60,000.00 a year, that's not right. That is the amount the board approved. What board? This board. Something needs to be done to help Fraley's.

Derek remarks that we have done additional by paying for \$6000 for the repair of their ambulance. \$21,000 for the cot. The service contract with Wilson and we also handle their waste management for the Sharp's containers and the bio hazards, which is a county contract. We also paid for repairs for 380, which is a chase car.

Motion to go to special session for Personnel by Dave, Bill seconds. Motion carries

Next meeting May 9th, 2018 at 6:30pm, at the Baker facility.

Prepared by Tina Todd, HCEAA Executive Secretary 



HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

P. O. Box 671

157 Freedom Way

Moorefield, WV 26836

304-530-0291

April 2, 2018

To Hardy County Commission:

Below is a list of the current HCEAA Board Members and the dates that they are on the board for and the dates that their time expires. I have been back through all the County Commission Meetings Minutes and reviewed them. I have also went through the notations that I have from the beginning of the HCEAA and who was on as a board member and when they left. However, most of the time when a member left the HCEAA Board, they were never replaced. The board was set up with fifteen members on it.

Off In 2017

On Until 2020

**GEORGE CRUMP
MARY FISHEL
DAVE PRATT
RON CRITES**

Off in 2018

On Until 2021

**DOUG COFFMAN
PAUL LEWIS
BILL COLLINS**

Off in 2019

On Until 2022

**PATIE SHOEMAKER
DR. CARMEN REXRODE
TIM RAMSEY**

J. R. KEPLINGER—COUNTY COMMISSION POSITION CHANGES EACH YEAR

