

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE FEBRUARY 13, 2019
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
- BUDGET HEARING
- APPROVE MINUTES
- TREASURER'S REPORT
- COMMITTEE REPORT-ADVISORY COMMITTEE REPORT

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- FRALEY'S, WARDENSVILLE, 911 HCEAA, 9-1-1 CENTER UPDATES
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT
- RECEIVABLES MANAGEMENT PROGRAM UPDATE

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - REPORT ON FLOORS CLEANED AND WAXED
 - APPROVAL TO PAY INVOICES
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
- **NEXT MEETING DATE, MARCH 13, 2019 LOCATION TO BE AT THE BAKER BUILDING, STATE ROAD 55, BAKER, WV**

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

FEBRUARY 13, 2019 BUDGET HEARING AND MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **HARDY COUNTY 9-1-1 CENTER, 157 FREEDOM WAY, MOOREFIELD WV 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, HAVE BUDGET HEARING, 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

FEBRUARY 13, 2019

Present: Paul Lewis: President, Tim Ramsey: Treasurer, Harold Michael: Hardy Co. Commission Representative, Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA Accounts Receivable Supervisor

Absent: Doug Coffman, Ronald Crites

Guest Present: Jean Flanagan: Moorefield Examiner, 1 from Company 3 (Baker), 1 from Company 1 (WDVL), 3 from Fraley's Ambulance Service, Medical Director: Carmen Rexrode, 911 Dispatcher: Jennifer Whetzel and 8 Hardy County Citizens

President Paul Lewis called meeting to order at 6:34 pm followed by the Pledge of Allegiance and prayer.

Paul calls for the first order of business, Budget Hearing. Paul ask for any request regarding the budget hearing. Jay Fraley presented request for 24/7 additional coverage.

George Crump from Company 1, presents request for promotional handouts at the EMS day in May 2019 (current budget period).

Change requested for January minutes, correct spelling of Crystal Cleaning Services.

Motion to approve minutes by Tim, Harold accepts. Passed with 3 votes

Treasurer Report:

Derek reports as of February 1st, 2019 the checking account has \$18,659.87, the savings account has \$115,377.81 and the special revenue account has \$226,786.81. The total expenses for the month of January were \$81,783.19.

Harold makes motion to accept treasurer report, Tim seconds. Motion carries

Committee Reports:

Advisory Committee:

George Crump reports the committee is continuing to work on the EMS dispatch protocol. The Autism training was held in January, unfortunately weather did not cooperate but they did have 11 attendees. The speaker agreed to come back & repeat the training. Looking to do another field trip in August for the Open-Heart surgery.

EMS Week May 19th thru 25th – would like to do a County Wide celebration. Wants to do a 1st Responder Day on May 19th. Trying to do it at the vacant lot next to MHS. MHS offered to use the other parking lot to set up everything. Wants to include all 1st responders. Fire, EMS, Law Enforcement, and 911 dispatchers. Display units, possibly tour of 911 dispatch, have handouts, literature and screenings available. Moorefield Examiner as a donation will be providing a full-page ad. Fran Welton will look at providing coloring books in regards to emergency preparedness. Going to local businesses looking for donations. Hoping it will be really well received from the county. HCEAA student will speak to art teacher about doing face painting. Any suggestions contact George.

Building, Equipment/Vehicle, supplies update

Building:

Crystal Cleaning Services stripped, cleaned and polished the floors.

Vehicles:

381 and 383 Nothing to report
371- due for service, Timbrook currently back logged
376 – The brake issue has been repaired
379 – Waiting its turn for service

Supplies/ Equipment: Nothing to report

Ambulance Calls:

Calls for November: HCEAA 59 Wardensville 28 Fraley's 87

Training:

New EMT class begins Monday and there are 13 enrolled

Fran is working on having more CPR classes & Stop the Bleed. Waiting to hear for dates to have the classes. Beth has consented to doing training.

Drug Inventory/Equipment:

George reports that 173 is up and running. Also, they have a 1993 Ford for sale asking \$50,000

Receivables (ARMS) Program:

We have collected \$43,000 to date. The 1st stage of three letters educating the public has been completed. The second phase are a bit more forceful stating they are required by law to pay. Still working on cleaning up the database. Many errors in the billing with previous system. Working on a clean-up for exemptions, estates, trust. There is still approximately \$178,000 outstanding. We are still trying to educate and it was pressed upon from the board to do it in a friendly manner.

Credit card and electronic processing should be online next week, will go through a series of test to make sure everything is in line. Has spoken to Brian in the sheriff's office about taking payments and he is on board with that.

Approval to pay invoices:

Tim makes motion to pay invoices, Harold seconds. Motion carries

County Commission: Nothing to report

Public Comments:

Member of the public stated regarding the HCEAA emergency response unit that was parked outside MHS for 3 plus hours on Saturday, February 9th while a cheerleading competition was being held. Was a certain EMT the driver of that vehicle and was he being paid to be on duty by the HCEAA on the east side of the county. Paul stated that this is a personnel issue that will be taken care of in executive session. If he was not driving, who was? And why did they have county vehicle during non-working hours. Harold Michael also replied that this was a personnel issue that will be taken care of in executive session.

If this vehicle is taken home at night by Derek Alt, a resident of Grant County if so, then why? Derek responded that there are 3 purposes why he would take the vehicle home. First, Baker does not travel to Grant as often and he has to transport medications which cannot be transported in a personal vehicle. If the weather is going to be really bad, he has to be able to get to Baker and to be available. Also, he will take it home when he has to attend a meeting the next morning. Paul stated that he believes the board gave permission before to use the vehicle here and there so they were not sitting idle.

It was also asked "what other county employees have their own county personal vehicle"? That they can use it to run home at night and come back in the morning. Harold responds that the sheriff office obviously, all the deputies take those vehicles home. Other offices have vehicles but they are not used for personal use.

Regarding the special emergency service fee ordinance, page 2 of 9 under purpose. (Quoted paragraph from the ordinance) The word "emergency" was used 3 times. Why is the HCEAA now running non-emergency transfers out of Hardy County to such places as Morgantown and Keyser, when they cannot even get enough people to run emergency calls when the first due and crew is already on call?

Derek states if you read the code on the last line, for ambulance fees it does state the monies can be used for non-emergency transport. We usually do not do that. We service E. A. Hawse nursing home when they have patients that are bed bound and have to go by stretcher. E. A. Hawse is a business, who does pay the fee. The thought was that they do deserve the service also. We will also take residents of Hardy County to doctors appointments that they other wise would not be able to get to if we did not provide the service.

Are the employee's making these calls already being paid overtime for the time of length of calls that have already worked the forty hours? As she understands it a lot of overtime being paid to employees and just wondering if they get paid overtime, when doing these calls? A trip to Morgantown can be a minimum of 6 hours. So, are the people who have already worked the forty hours being the ones that do these transfers? Derek states he uses part time employees to do these calls. We do not do them that often, we have maybe done 10. We do not advertise or solicit. Yes, we are doing them. Derek also, stated that there is one special needs patient that they have done a transport for.

Fran Welton request clarification from the Advisory Committee in reference to policy and protocol. George responds that they are working on dispatch protocol. What is the first due, second due, and areas. Fran also states for clarification purposes and so it is clear to the public. That this could get you in a lot of trouble if people out there really know that you are out there doing non-emergency

transports, they could over burden you and taking you completely out of the system. Maybe you should put something in writing, whether its in protocol or your by-laws. It should probably be clarified.

What happens when more people realize that you are doing them and they come to you and say why can't you take me when you took them. Derek responds by stating they are Hardy County residents. Another person from the public asked "what happens when you are doing transfers every day of the week?"

If the Ambulance Authority Board of directors consist of people with a wide knowledge of finance, business management and emergency services. And their primary concern is for the expeditious and effective delivery of emergency medical services to the citizens of Hardy County. Then who on the current five-member board has a wide knowledge of emergency services. Wants to know which one of you five have the wide knowledge. Paul responds that it would be him. George comments, that is one of the reasons they established the advisory committee. To help in support but they cannot make any direct decisions, but they report to the board. Why have not more board of directors been appointed since there can be up to 15? Paul responds they are looking at that, it depends if they are knowledgeable and not employed by one of the agencies.

George commented with the information regarding the conflict of interest.

Board Comments:

Tim Ramsey comments that he has been sitting on the board for 6 years, did not know flap about EMS when he joined. He has been dedicated and has learned a lot. He would be more than happy to have her sit with us. He has been giving his time so he can give back the community.

Are you the treasurer, correct? Why does Derek always give the treasurer report? Derek handles all of the finances. But you are the treasurer, isn't that what the treasurer does. Harold comments that Tim has been a volunteer for 6 years. The day to day finances is what Derek reports on, Tim oversees the finances but he doesn't actually do the day to day. Derek gets paid to do that and again Tim is a volunteer. Derek reports that Tim provides oversight. When it comes to a business question, Tim is asked.

Tim motions to move to Executive Session, Harold seconds.

Tim motions to adjourn Executive session, Harold seconds.

Next meeting, March 13th, 2019 at 6:30pm, at the Baker Facility.

Meeting Minutes prepared by Tina Todd, HCEAA Accounts Receivable Supervisor



2/13/2019

Signature	Company
Jean Flanagan	Moorefield Examiner
Terena Weely	Frakeys
Angie Drake	Frakeys
Debbie Davis	Citizen
Kenny Davis	Citizen
George Cump	Wardensville Vol. Co. 1
Jay R. Frakey	FAS
Bob Smith	citizen
STEVE Bosley	"
Carmen Ruxrod	Medical Director
Danni Z	Citizen
Baitlynn Zambhauer	HCEAA
COLIN MCKIE	ME
Jennifer Whitel	HC 911
Fran Welton	LEPC Hn Co.
JOHN BUCKLEY	CITIZEN
Tina Todd	HCEAA
TIM RAMSAY	HCEAA
Paul Lewis	HCEAA
Harold Michael	Commission

