

#3200

Emergency in Harrison

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING DATE NOVEMBER 26, 2013

STARTING 6:00 PM

HELD AT THE RRT BUILDING, THE 911 CENTER, 141 EMERGENCY LANE
MOOREFIELD, WV. 26836

AGENDA: SPECIAL MEETING

Bob / Committee
Bob
Bob

- 1. CALL TO ORDER/ROLL CALL
- 2.
- 3.
- 4.
- 5.
- 6. PERSONAL COMMITTEE REPORT
- 7. OLD BUSINESS
 - A. EQUIPMENT/VEHICLE
 - B. WARDENSVILLE & MATHIAS/BAKER UPDATE
 - C. BAKER BUILDING
 - D.
 - E.
 - F.
 - G. DIRECTOR/MEDIC
- 8. NEW BUSINESS
 - A. PERSONAL
 - B. VEHICLE(S)
 - C. GRANT APPLICATION
 - D. DEA APPLICATION
 - E. APPROVAL TO PAY INVOICES
 - F. DIRECTOR
 - G. CREDIT CARD
 - H.
 - I.
 - J. NEXT MEETING DATE, 12-11-2013

Insurance
start date

price

M
W
#32,000

Approved
for use

approved
vehicles
copy or
DR
Hole
cover

**MEETING MINUTES OF THE HARDY COUNTY EMERGENCY
AMBULANCE AUTHORITY**

The meeting of the Ambulance Authority was held in the RRT (Hazmat Building) on Emergency Lane in Moorefield on November 22, 2013 at 6 p.m. for a special meeting.

Present:

Greg Greenwalt	Julian Hott
Ted Garrett	Paul Lewis
Ron Crites	Grady Bradfield
Harry Shockey	Mary Fishel

Absent:

Dr. Jerry Hahn	Alex Santana
J. R. Keplinger	Tim Ramsey
Andrew Funk	David Pratt
Craig Strawderman	

Call to Order/Welcome/Approval of Minutes:

Greg Greenwalt called the meeting to order at 6:35 p.m. It was determined that a quorum of members was presented to open the meeting. Meeting minutes of the 11/13/13 meeting were not available for approval.

Treasurer's Report:

Treasurer Tim Ramsey was not present to report on the finances.

Committee Reports:

This meeting was for the purpose of discussing the applicants for the position of Medics. There were three people interview for the positions. Of the three one was unsure about accepting a full time position since the law suit is still questionable and they didn't know what to do. Therefore, they were not going to accept a full time position at this time. Those that the personnel committee recommends to hire were Yvonne See and Lisa O'Leary.

Greg Greenwalt said that Lisa thought it would be a good idea to have GPS units placed in the chase vehicles, especially since she is new to the area. She said that it would help a lot to have them.

Greg Greenwalt said that two other individuals that had sent in their applications for the medic's job did not show up for the interview.

Members discussed the director's position and the fact that the one that was offered the job did not accept the position because of the salary. The questions is can we meet his current salary or do we need to increase the salary and re-advertise the position. It was suggested that we put Yvonne in as acting director for now and pay her a little more money to take that position until later when we hire a director.

Grady Bradfield moved to put Yvonne in as assistant director until we hire a director and that Yvonne and Lisa be hired as full time medics and that we look at hiring Trina Dolly on a part time basis for now and move here to full-time after the law suit is settled. The motion was seconded by Ron Crites. (Passed)

It was noted that the medics would be working out of the Baker Building, and will start on December 1, 2013.

Harry Shockey moved to pay Yvonne See \$32,000 for taking on the extra duties as assistant director. Motion was seconded by Grady Bradfield. (Passed)

Old Business:

- **Building/Equipment/Vehicle Update** – There was nothing to report on the vehicle maintenance. Greg said that the insurance on the vehicles would be transferred at the end of the month due to discussing insurance with them. Greg is to meet with them on December 5, 2013.
- **Baker Building** – The building needs to be equipped before the medics begin using it.
- **Mary Fisher** – She reported that the worker's compensation would be changed most likely in January when the audit is done.
- **Generator** – Paul said that he was waiting on additional information from one of the vendors and will be making a decision within the next week or two.
- **Part Time Employment** – Grady Bradfield moved to allow the President to be able to hire part time help as needed to fill the medic spots. The salary will be at the going rate for the area. Motion was seconded by Ted Garrett. (Passed) It was noted by Greg Greenwalt that he would contact Paul and Teddy and Yvonne to be in the discussion on the hiring.
- **Vehicles** – Greg said that he has been working with Greg Ely and Bill Robinette about looking at some vehicles that the DOT has for sale. Some of them are in pretty good

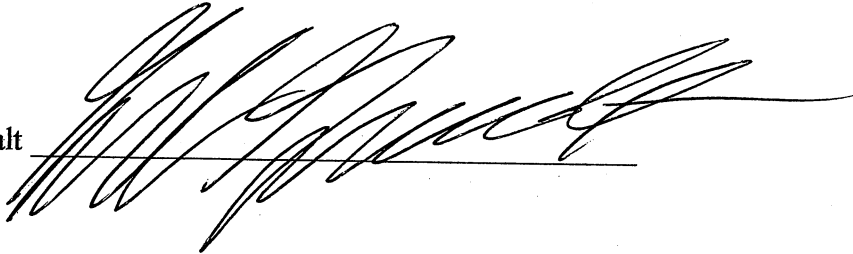
- **Mutual Aid Agreements** – Nothing new to report, still in progress.
- **DEA Application** – On hold until a new Medical Director is obtained.
- **Grant Applications** – HCEAA applied for a grant for a new chase unit for the HCEAA and radio systems for the whole county.
- **Insurance Update/Change** – There was discussion about the insurance for the vehicles, and prices. Motion was made by Ted Garrett to insure the ambulances through WV Core for replacement cost rather than book value. No replacement on the chase unit. Second by Andrew Funk. (Passed).
- **Vehicle Lease Update** – Vehicle lease with Wardensville will be cancelled at the end of December.

New Business

- **12-03-13 Hardy County Commission Report** – There was some discussion about the commission meeting and comments that were made during the meeting. Which lead to a discussion about the 30 day clause in the lease agreement between the HCEAA and the Hardy County Commission for the Baker building. Grady Bradfield again voiced his disapproval with that aspect of the lease.
- **George Crump** – George Crump spoke to the HCEAA and submitted a proposal to allow Wardensville Rescue Squad to provide more assistance to the Baker area in the event that MBVFC does not have an EMS crew available, thus alleviating some of the burden on Fraley's in covering the area when needed. There was some discussion on the issue and the possibility having a meeting of all the EMS agencies and possibly redistricting the second due areas around the Wardensville, Baker, and possible Rio areas.
- **Approval to Pay Invoices** – Tim's Garage \$30.66, WV Corp \$746.00 Motion to pay by Andrew Funk, second by Ron Crites. There was some discussion about the constant discrepancies between the number of tanks on hand and the invoices from Pulmonary Associates. Alex Santana will contact Pulmonary Associates and attempt to get this issue resolved.
- **Upgrade Chase Unit to ALS/Back Up Chase Unit** – The County Commission purchased a GMC Yukon from an auction for \$5000 for the HCEAA to use as a chase unit. Motion was made for the Vehicle Committee to look into costs of lights, sirens, reflective striping, and radios, insurance, and everything to get the new chase unit legal.

- **Next Meeting Date 01-08-2014.**
- **Meeting was adjourned at 2143.** Motion by Julian Hott, second by Andrew Funk.

President Greg Greenwalt



A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is highly cursive and fluid, extending across the width of the line and slightly above and below it.

Secretary Alex Santana

- Meeting was taken into executive session at 2030hrs, motion by Andrew Funk, second by Ted Garrett.

- Meeting was brought out of executive session at 2133hrs with no action taken.

- Meeting was adjourned at 2136.

President Greg Greenwalt _____

Secretary Alex Santana _____

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING DATE DECEMBER 11, 2013

STARTING 7:00 PM

HELD AT THE RRT BUILDING, THE 911 CENTER, 141 EMERGENCY LANE
MOOREFIELD, WV. 26836

AGENDA:

1. CALL TO ORDER/ROLL CALL
2. READ/ APPROVE 11-13-2013 & 11-26-2013 MINUTES
3. TREASURER'S REPORT
4. COMMITTEE REPORTS
5. SPECIAL REPORTS.
- 6 OLD BUSINESS
 - A. BUILDING/EQUIPMENT/VEHICLE UPDATE
 - B. FRALEY'S/WARDENSVILLE/MATHIAS/BAKER UPDATE
 - C. PERSONAL
 - D. MUTUAL AID AGREEMENTS
 - E. DEA APPLICATION
 - F. GRANT APPLICATION
 - G. INSURANCE UPDATE/CHANGE
 - H. VEHICLE LEASE UPDATE
7. NEW BUSINESS
 - A. 12-3-13 COUNTY COMMISSION MEETING REPORT
 - B. GEORGE CRUMP
 - C. APPROVAL TO PAY INVOICES
 - D. UPGRADE CHASE VEHICLE TO ALS
 - E. BACK UP CHASE UNIT
 - F. SHORT PUBLIC COMMENTS
 - G. NEXT MEETING DATE, 1-8-2014