

**MEETING NOTICE**

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**REGULAR MEETING**

**WEDNESDAY, November 8, 2023**

**AT 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, NOVEMBER 8, 2023 AT 6:30 P.M. AT THE HARDY COUNTY 9-1-1 CENTER, 157 FREEDOM WAY, MOOREFIELD, WV.** THE MEETING WILL BE TO 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.

**AGENDA**  
**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**  
**MEETING DATE NOVEMBER 8, 2023**  
**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—OCTOBER 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, DECEMBER 13, 2023, AT 6:30 P.M., AT THE HCEAA BUILDING, 17940 STATE ROAD 55, BAKER, WV**

# Hardy County Emergency Ambulance Authority

## Board of Directors Meeting

November 8, 2023

**Present:** President Paul Lewis, Vice President Dr. Tim Thorne, Secretary Jean Flanagan, Fran Welton, HCEAA Medical Director Dr. Carmen Rexrode, HCEAA Executive Director Derek Alt, HCEAA Assistant Executive Director Nathan Kesner

**Guests:** Billie Jo Biddle and David Pratt from the West Hardy Emergency Medical Service; Steve Pendleton, Moorefield Examiner

The meeting was called to order at 6:48 p.m. by Paul Lewis. The Pledge of Allegiance and a prayer followed.

### Minutes

Jean moved and Tim seconded a motion to approve the minutes of the Oct. 18 meeting as presented. The motion was approved.

### Treasurer's Report

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

Total Expenses for October	\$104,995.01
Total Revenue for October	\$ 91,160.46
Income from Fee	\$ 65,000.00
Income from Services	\$ 25,592.41
Other Income	\$ 971.72
Current Checking Account	\$ 39,547.05
Current Savings Account	\$ 70,633.38

### Old Business

#### Building/Grounds

The E. A. Hawse lease terminated Nov. 1. Pending a decision to lease the space to another entity, Derek provided a drawing of proposed use by HCEAA.

#### Equipment

Derek reported the stretcher on 373 is still out of service. The wrong part was received. Stryker agreed the repair should be covered under warranty at no cost. Personnel have been trained to avoid the problem with loading that caused the failure.

The HCEAA has not received radios from the grant the county received last year. This includes portable, mobile and pagers. Paul is working on getting them.

#### Vehicles

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

383 - In service, nothing to report.

Serv3/Argo - In service, nothing to report

## **Calls for Service**

Paul reported the following calls for service for October:

West Hardy EMS	132
HCEAA	82
Wardensville	18

Paul is currently looking for a dispatcher.

## **Training**

Eastern WV Community and Technical College is currently working on several programs, including a paramedic program.

There will be a Burn Injury Management course, hosted by The Shriner's on Feb. 18, 2024 at the Landis Puritan Club.

## **Audit**

Nathan reported we are still waiting for A.A.L. to schedule. It is possible the audit will be virtual, instead of in-person.

## **Company 1/Wardensville Update**

Derek reported staffing/scheduling is still an issue. One solution is to add another full time employee.

The arrangement shows an upward trend in the number of calls Co. 1 is handling, which was expected.

Jeff Snyder, President of the Wardensville Volunteer Rescue Squad sent a letter, asking for clarification regarding HCEAA coverage on nights and weekends. The original agreement was for HCEAA to staff Monday - Friday 7 a.m. - 7 p.m. The issue is the HCEAA does not know when they are needed on nights and weekends.

Fran moved and Tim seconded a motion that Derek inform Jeff to provide a 24/7 schedule so HCEAA can determine when a third provider is required.

## **New Business**

**County Commission** - Derek provided a letter from the WV DHHR, Office of Emergency Medical Services stating funds from the Emergency Medical Services Salary Enhancement Fund will be sent to the respective county commissions and they will determine the distribution to various agencies within the county. The letter further states, an "distribution assessment" of the funds must be provided after they are distributed. Failure to provide the assessment may disqualify the county from receiving future funds.

Derek said there is still a great deal of confusion about the funds, and how they can be used.

## **Invoices**

After a review of the invoices for October, Tim moved and Fran seconded a motion to approve the invoices for payment. The motion was approved.

## **Comments**

Billie Jo Biddle requested Derek let them know if HCEAA does not have a second crew on weekends. West Hardy Emergency Medical Services will provide backup.

Nathan said personnel was adjusted to reflect call volume and moving a second crew to Wardensville

## **Executive Session**

Jean moved and Tim seconded a motion to go into Executive Session to discuss personnel at 7:30 p.m.

Jean moved and Tim seconded a motion to come out of Executive Session at 7:55 p.m.

No action was taken during the Executive Session

Fran moved and Tim seconded a motion to pay the Caliber Invoice held over from October. The motion was approved.

Tim moved and Jean seconded a motion to adjourn at 7:58 p.m.

Meeting adjourned

Respectfully submitted  
Jean Flanagan, Secretary



DATE Nov. 8, 2023

SIGN-IN SHEET

Name	Representing	E-Mail
Jean Flanagan	HCEAA	
Paul Lewis	HCEAA	
Tim Thorne	HCEAA	
Carmen Ferrade		
Billie So Biddle	WHEMS	
David Pratt	WHEMS	
Suzanne Paulkley	Egemonence	
Nathan Messer	HCEAA	
Derek AH	HCEAA	
Fran Welton	HCEAA	

