

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE JUNE 13, 2019
STARTING AT 6:30 P.M.
MEETING AT THE HARDY COUNTY 9-1-1 BUILDING
157 FREEDOM WAY, MOOREFIELD, WV**

PLEASE NOTE THAT THIS MEETING IS ON THURSDAY NIGHT DUE TO A CLASS

AGENDA:

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

OLD BUSINESS:

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

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - APPROVAL TO PAY INVOICES
 - PURCHASE OF A NEW COMPUTER FOR SECRETARY TO HANDLE BILLING AND PAYMENTS
 - COUNTY EMS PROTOCOLS
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
-
- **NEXT MEETING DATE, JULY 10, 2019 LOCATION TO BE AT THE BAKER BUILDING, STATE ROAD 55, BAKER, WV**

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

JUNE 13, 2019 MEETING NOTICE

(PLEASE NOTE THAT THE MEETING IS ON THURSDAY)

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **AT THE 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 AND MAKE DECISIONS AND TAKE OFFICIAL ACTION ON MATTERS SCHEDULED ON THE MEETING AGENDA. I HAD TO CHANGE THE MEETING DATE DUE TO A CLASS THAT I HAVE TO BE IN ON WEDNESDAY.

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

June 13, 2019

Present: Paul Lewis: President, Harold Michael: Hardy Co. Commission Representative, Ron Crites, Tim Thorne, Fran Welton, Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA Accounts Receivable

Absent: Treasurer: Tim Ramsey, Doug Coffman

Guest Present: Jean Flanagan: Moorefield Examiner, George Crump from Co. 1 (WDVL), 3 with Fraley's Ambulance Service and 1 Hardy County Citizen

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

Motion to approve minutes by Harold, Tim Thorne seconds. Motion carries

Committee Reports:

Advisory Committee:

George Crump reports there were a few minor additions added to the dispatch protocol. Submitting 2 versions of the dispatch protocol (difference between 76-2 & 76-3) to the board to get final approval.

Harold makes motion to approve Protocol 76-2, Ron seconds. Motion carries

The HCEAA scholarship change in the requirements (number of calls changed to percentage of calls) were completed and submitted to Derek.

Feedback to Fire/EMS Emergency Services Day: The set-up/plans of the day were done well but the event was not heavily attended. Some of the citizens were not sure if it was for general public or just first responders. It was in agreement that another event should be held in the future, with the location remaining at the high school. Suggestion of individual open houses/events should be held at the different stations during EMS week and move the First Responders day to another time in the fall or spring.

Treasurer Report:

Derek reports for the month of May the checking balance \$1142.42, Savings balance \$181,863.93 and County fee \$295,284.30. Expenses for the month of May \$54,829.09.

Building, Equipment/Vehicle, supplies update

Building: Construction for E A Hawse office's is in the finishing stages. Discussing the possibility of getting signs for direction.

Supplies /Equipment: Co. 3 has switched out monitors with Co.1, which were the older units to get them used more often.

Vehicles: Nothing to report for 381 or 383. Tires have been switched from Unit 379 to 371 and new tires put on 379. Unit 376 is out of service, getting the rear-end replaced. Unit 379 going to Osage and will have a loaner to use at no cost. New Unit in process of getting lettered. Unit 380, Fraley's has returned, has a cracked windshield, no brakes, needs new tires and inspection is due at the end of the month. Derek to obtain estimate for repairs before board makes to decision on what to do with the vehicle.

Derek suggest financing for new vehicle, currently grant is on hold. Currently owe \$150,000 on ambulance purchased last year. We could purchase the new unit outright, but that would deplete the savings. Harold states that he would prefer not to finance more than you have to. Derek to obtain finance package from Osage. Needs decision before next week.

Ambulance Calls:

Calls for March: HCEAA 64 Wardensville 29 Fraley's 91

A total of 158 calls through the 911 center

George met with Derek regarding Hybrid crew. In the last month there were 3 instances when Co. 1 needed support from Co. 3. George questioned if they would automatically have to pay (\$60 per call) or will they be billed? Derek to provide monthly invoice.

Tim Thorne makes motion to approve the collection per call, Ron seconds.

Training:

George reports the Open-Heart surgery has been scheduled for August 8th. George reports the instructor for Autism training is available September 21 in Moorefield.

There is a CPR class held the 4th Wednesday of every month at Fraley's. Next one is June 26th.

Drug Inventory/Equipment: Nothing to report

County Commission: Nothing to report

Approval to pay invoices:

Derek reports Workers Compensation rate has decreased for the next fiscal year.

Approval to release stipends to Co. 1 and Co. 76

Harold makes motion, Tim seconds. Motion passed

Receivables Program:

Graph was provided: Amount currently owed for 2018 is at 38% - \$387,203.00 , amount paid is at 62% - \$621,352.80.

Public Comments:

Question presented to Colin McKie – Are we going to start publishing the names of individuals that have not paid. Colin reports that it is not incorporated in the code of the State, but Federal law may prevail and it is still under discussion.

Board Comments:

Fran suggest to the committee to have the event in September as it is Emergency Response month. Possibly provide CPR training and demonstrations.

Paul states he has a class in July on the 10th and we need to hold meeting in July to elect officers. Ask if the board would like to hold the July meeting on the 3rd or the 17th. Decision made for the 17th of July.

Motion to enter into Executive Session by Harold and second by Ron.

Motion to leave Executive Session by Ron Crites and second by Fran Welton

Motion to adjourn meeting by Tim Thorne and second by Fran Welton

Next meeting, July 17th at 6:30pm, at the Baker Station on State Road 55.

Meeting Minutes prepared by Tina Todd, HCEAA Accounts Receivable

A handwritten signature in black ink, appearing to be "Tina Todd", is written on the right side of the page. The signature is somewhat stylized and cursive.

