

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE FEBRUARY 17, 2016
STARTING AT 6:30 P.M.
MEETING AT THE HARDY COUNTY OEM/E9-1-1 CENTER
157 FREEDOM WAY, MOOREFIELD, WV 26836**

AGENDA:

1. CALL TO ORDER/ROLL CALL
2. APPROVE JANUARY 13, 2016 MINUTS
3. TREASURER'S REPORT
4. COMMITTEE REPORTS
5. SPECIAL REPORT(S)

OLD BUSINESS:

- A. BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- B. FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CNETER UPDATES
- C. HOURS OF OPERATIONS---SCHEDULES
- D. EMPLOYMENT—PART AND FULL TIME
- E. SIGNAGE FOR BUILDING
- F. PHONE BOXES AT EMS/FIRE STATIONS
- G. TRAINING/OEMS CHANGES
- H. DRUG/EQUIPMENT INVENTORY REPORT
- I. COUNTY AUDIT

NEW BUSINESS:

- A. COUNTY COMMISSION/COURT REPORT
- B. APPROVAL TO PAY INVOICES
- C. HCEAA STATE AUDIT EXIT INTERVIEW
- D. SHIRTS, COATS FOR EMT'S
- E. COMMENTS—DEREK ALT, JEFF SNYDER, LUKE STUMP AND OTHERS
- F. PUBLIC COMMENTS
- G. GRANTS
- H. NEXT MEETING DATE, MARCH 9, 2016, LOCATION TO BE AT BAKER

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE HARDY COUNTY OEM/E9-1-1 BUILDING, 157 FREEDOM WAY, MOOREFIELD, WV 26836 ON February 17, 2016, 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.

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 OR FACSIMILE NUMBER 304-530-0251.

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
P. O. BOX 671
MOOREFIELD, WV 26836

The Hardy County Emergency Ambulance Authority met on February 17, 2016 at the 911 Building in Moorefield, WV for their regular scheduled meeting.

Members Present:

Ron Crites J. R. Keplinger, Jr
George Crump Dave Pratt
Mary Fishel Tim Ramsey
Paul Lewis

Absent:

Dr. Jerry Hahn
Harry Shocky

Public:

3 citizens were in attendance, one employee

President Paul Lewis called the meeting to order at 6:32 PM. Meeting opened with Pledge of Allegiance and prayer

Approval of the January 13, 2016 Minutes—JR Keplinger moved to approve the minutes as written. Mary Fishel seconded the motion. (passed)

Treasurers Report-Balance on Hand \$ 9527.56 which includes grant money in the amount of \$7115.75 Motion made to approve report by Dave Pratt seconded by JR Keplinger (passed)

Committee Reports—Interviews: Several applications have been received. Committee will get together soon to interview and report back to board.

Special Reports—none

Old Business

A. Building, Equipment/vehicle, supplies update-

Exterior lights on HCEAA building had some issues. All were fixed by meeting time. George Crump reported that thermostat in bay area must not be working as temperature is well above 75 degrees. This is supported by the propane usage which is only 30% full since last fill up in January.

Unit 379 is back from repair and seems to be running well. Air bag does have a leak and loses pressure after turning off ignition. It does stay inflated when engine is running.

Unit 376 has warning light on for ABS. This may need service.

Chase vehicle 32 had wipers and battery replaced. New VHS radio installed in 32. Chase vehicle 33 needs routine servicing-need to check with Wymer to see if this is still under warranty. Emergency lights are still an issue with unit. There needs to be more visibility of these lights when running emergencies. Looking into corrective measures.

BLS drug boxes were made for each of the chase units since we are running these as BLS units part of the time. Some medications had to be ordered to fill needed items. These should be in soon.

B. Fraley's, Wardensville, Mathias-Baker and 9-1-1 center updates-

Fraley- Dave Pratt reported that several new radios had been installed in several units. This month has been a bit better as far as traveling over to east side to cover calls.

Wardensville-Mary Fishel reported that 172 is still not operational. Most calls are being covered without the need of the HCEAA employees. George Crump reported that the billing agency is finalizing information and we are at the last step before submission of our application to Medicare. We should be able to start billing in the next 3-4 months.

Paul gave the number report of emergencies for the month of December:

Fraley's 113, Mathias Baker 56, Wardensville 32, HCEAA 47

C. Hours/Days of Operations

Derek is continuing to make the schedule. Some hours have shifted due to medical issues of one person. Coverage on Friday is lacking at this point, but generally coverage is complete between 6 AM and midnight most days..

D. Part and Full Time Employment

Janet Horton has scheduled to take the EVOC class. When she has completed this, she will be rotated into the schedule. Lara has taken several shifts. More part time employees may be added once interviews are complete. Derek's request for full time staff has been tabled until result of court hearing.

E. Signage

J R Keplinger talked with Ed and he is preparing a stencil for the sign to be placed on the building in Baker.

F. Phone Boxes at EMS/Fire Stations

The agreement between Hardy Telecom and the commission has been re-worked and approved. Commission will provide insurance policy to cover any faults. Capon Valley Fire (company 2) and Moorefield Fire (company 46) still do not have a phone installed. This will be accomplished soon.

G. Training

No training is scheduled at this time.

H. Drug/Equipment Inventory

No report

I. County Audit

Greg Greenwald reported that county/state audit showed no problems. Everything was acceptable to the auditors. One minor problem involved vacation which was rectified.

New Business

A. County Commission Report

The court case has finally been put on the docket to be heard on April 19,2016.

No other report from county commission.

B. Approval to Pay invoices

Recurring invoices, no action necessary. Several invoices presented for misc. items. Motion made by Dave Pratt to pay these items. Seconded by JR Keplinger. (passed)

C. HCEAA State Audit

See above

D. Shirts/coats

All shirts and coats for EMT's and medics have arrived

E. Employment comments

No comments

F. Public Comments

Greg Greenwald noted that board members tenure are due expire. Paul needs to check to see who will be vacating board unless re-appointed by commission. Board members can only serve 2 year terms and must either leave or be re-appointed. There may be several that are at that point, as members terms are staggered to prevent a complete change.

It was also mentioned by Paul Lewis that chase units are only to be used for emergencies or company business. Employees can use the chase vehicles to go for meals as long as they are on call.

G. Grant

Health grant extended thru June, 2017. No other grants are available now. Possible FHS grant opening in April but may not have funds available until 2017.

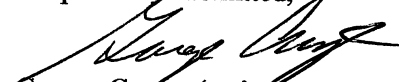
H. Next Meeting Date

Next regular scheduled meeting will be held at 6:30 PM at the HCEAA building on March 9,2016

With no further discussion, a motion to adjourn by Mary Fishel and seconded by Dave Pratt (passed).

Closed meeting at 7:20 PM

Respectfully submitted,


George Crump (acting secretary)