

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE DECEMBER 14, 2016
STARTING AT 6:00 P.M.
MEETING AT THE MOOREFIELD PONDEROSA
US HIGHWAY 220 NORHT, MOOREFIELD, WV 26836**

AGENDA:

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES
- TREASURER'S REPORT
- COMMITTEE REPORTS
- SPECIAL REPORT(S)

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CNETER UPDATES
- EMPLOYMENT—PART AND FULL TIME—PART TIME CLERKS TO TAKE BILLING
- PHONE BOXES AT EMS/FIRE STATIONS—ANY PROBLEMS
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT

NEW BUSINESS:

- COUNTY COMMISSION UPDATE
 - APPROVAL TO PAY INVOICES
 - UPDATE ON BILLING FOR THE HCEAA—SETUP A COMMITTEE
 - COMMENTS—DEREK ALT, JEFF SNYDER, LUKE STUMP AND OTHERS
 - PUBLIC COMMENTS
 - GRANTS
- NEXT MEETING DATE, JANUARY 11, 201~~6~~⁷, LOCATION TO BE AT BAKER, WV

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **MOOREFIELD PONDEROSA, MOOREFIELD, WV ON THE 14th of DECEMBER, 2016**, STARTING AT 6:00 P.M. MEMBERS AND THEIR GUEST ARE INVITED FOR DINNER, ON THEIR OWN, AND THE MEETING WILL BE OPEN TO ALL MEMBERS OF THE PUBLIC. THE MEETING WILL START AFTER EVERYONE IS FINISHED WITH THEIR MEAL, AT THE LATEST 7 P.M. 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.

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

The Hardy County Emergency Ambulance Authority met on December 14, 2016 at the Ponderosa Steak House in Moorefield, WV for a holiday meal and their regular scheduled meeting.

Members Present:		Absent:	Public:
Ron Crites	Dave Pratt	Art Cerami	4 citizens were in attendance
George Crump	Tim Ramsey	Mary Fishel	one employee
J.R. Keplinger	Dr. Carmen Rexrode		
Paul Lewis			

President Paul Lewis called the meeting to order at 6:55 PM.

Approval of the October Minutes—Since there was no quorum at the November meeting, a motion was made by Tim Ramsey to approve the minutes. Ron Crites seconded the motion. (passed). No November minutes as it was not a quorum.

Treasurers Report-Tim Ramsey reported that there was -390.54 balance with additional funds waiting to be deposited (approx. \$10,000) in account.

Committee Reports—Billing: George Crump reported that the preliminary information packet for billing has been completed by himself and Derek Alt.

A motion was proposed by George Crump to take on Premier Accounts Receivable Management (Premier) as our billing representative for insurance claims. Tim Ramsey seconded, motion passed. The committee of Derek, George and Paul Lewis will meet the billing company on January 16 at 6:30 PM in Baker. Any members are encouraged to attend. At that time final paperwork will be completed to have us operational by Feb. 1.

Another motion by George Crump to establish a separate bank account with Summit (same signers on account as present) and a separate post office box in Baker to provide insurance inquires, correspondence and billing information. This account and post office box will allow for a better tracking of any insurance payments, etc. Motion was seconded by Dave Pratt (passed)

Special Reports—none

Old Business

Building, Equipment/vehicle, supplies update-

Building- Lighting on the right side of the building is not working. New flag needs to be purchased to replace the one in the front which is torn. There needs signs to be put in the front of the building to keep non-visitors from parking there.

Equipment-No report

Supplies- A large order of supplies has been purchased to replace expired drugs and obtain new ones to get units up to specs. After this order, only routine supplies will be purchased in the future.

Licenses-Received the EMS license from the state.

Vehicles- Still no word on 379. Ron Crites talked with repair company and was told that everything is going according to plan. Additional inquiry will be made to find out status. Unit 383 was serviced. Derek requested that winter tires be bought to use this winter so that one chase vehicle can maneuver better in bad weather. Motion made by JR Keplinger and seconded by George Crump (passed)

Fraleley's, Wardensville, Mathias-Baker and 9-1-1 center updates-

Number of calls for November were:-Fraleley's-91, Mathias Baker-30, Wardensville-19, HCEAA-39
Fraleley and Wardensville are both having trouble hearing the pagers. A Mathias Baker representative was absent from meeting.

New 911 tower should be up and running soon.

Part and Full Time Employment

One Part time EMT has decided not to return in 2017. There have been several applications for the position advertised for medic. Interviews will be set up after the holidays. An advertisement for EMT's will be placed in the newspaper-motion made by JT Keplinger, Tim Ramsey seconded (motion passed). There will be consideration of promoting part time EMT to full time slot when it becomes available. A discussion of the possibility to hire per diem drivers was brought forth by Derek Alt. Mathias Baker has expressed concern when HCEAA starts to respond to 911 calls. They may not be able to remain a viable squad. HCEAA needs to be ready to cover their territory should this happen.

Phone boxes

All phones are installed and there seems to be no problems. Each facility was instructed to make sure the phone is operational on a continuous basis. Ellie Crump made address labels and installed them on the phone in Wardensville and Baker.

Training

New EMT class will be starting in January at the community college. Dave Pratt will be the instructor.

Drug/Equipment Inventory

See supplies

New Business**County Commission Report**

Global Science Technology in Fairmont will handle billing and collection of ambulance fees when they start to be received. Cost of initial set up is \$1500 with an annual payment of \$1000. This facility is used by Sherriff's office to collect taxes. Their office will handle collection and tracking of payments. A separate account will be established to hold ambulance fee monies. It is planned that the ambulance fee invoice that will be sent in July will be sent with the taxes.

There will be a work session at courthouse to work on fee amendments on Jan 11, 2017 at 5 PM.

Approval to Pay invoices

Bills were paid without further discussion. A motion was made by Ron Crites and seconded by George Crump to pay invoices (passed).

Committee on billing for the HCEAA:

See above

Employment comments -Derek Alt, Luke Stump, Jeff Snyder, Janet Horton, Heather Ours
none

Public Comments

none

Grants-

Paul Lewis sent in an AFG grant to purchase a new ambulance. Wardensville also sent in an AFG grant to purchase two new monitors. Decision will be made in February regarding these grants.

Next Meeting Date-Next regular scheduled meeting will be held at 6:30 PM at the HCEAA building in Baker, WV on January 11, 2017. This date and time may need to be changed due to possible conflict with work session by county commission.

With no further discussion, a motion was made to adjourn by George Crump and seconded by Tim Ramsey. (passed) Closed meeting at 8:05 PM

Respectfully submitted,



For Mary Fishel, Secretary

By George Crump