

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY  
MEETING DATE SEPTEMBER 11, 2019  
STARTING AT 6:30 P.M.  
MEETING AT THE 9-1-1 CENTER  
157 FREEDOM WAY, MOOREFIELD, WV**

**AGENDA:**

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

**OLD BUSINESS:**

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- REPAIRS TO VEHICLES
- FRALEY'S, WARDENSVILLE, 911 HCEAA, 9-1-1 CENTER UPDATES
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT
- RECEIVABLES MANAGEMENT PROGRAM UPDATE
- UPDATE ON THE DODGE DURANGO
- AMBULANCE FEES

**NEW BUSINESS:**

- COUNTY COMMISSION MEETING
  - REQUEST TO HAVE MOTOR FROM UNIT 379
  - REPORT ON AC FOR EQUIPMENT AND SUPPLY ROOM
  - APPROVAL TO PAY INVOICES
  - COMMENTS—BOARD MEMBERS AND EMPLOYEES
  - PUBLIC COMMENTS
  - PERSONNEL
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- **NEXT MEETING DATE, OCTOBER 9, 2019, LOCATION TO BE AT THE BAKER BUILDING, STATE ROAD 55, BAKER, WV**

# **HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

## **SEPTEMBER 11, 2019 MEETING NOTICE**

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **AT THE HARDY COUNTY 9-1-1 CENTER, 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

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

September 11, 2019

Present: Paul Lewis: President, Harold Michael: Hardy Co. Commission Representative, Ron Crites, Doug Coffman: Secretary, Fran Welton, Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA

Absent: Tim Ramsey: Treasurer, Tim Thorne: Vice President

Guest Present: Jean Flanagan: Moorefield Examiner, George Crump from Co. 1 (WDVL), and 2 Hardy County Citizens

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

Motion to approve July minutes by Harold, Ron seconds. Motion carries

## **Treasurer Report:**

Derek reports Expenses for the month of July \$95,230.95.

For August 2019, the checking account balance of \$3,888.89. Expenses for the month of August \$108,678.14.

The checking account balance for September 1<sup>st</sup>, 2019 \$2425.16, Savings account balance \$192,132.38 and Special Revenue \$170,845.08.

## **Committee Reports:**

### **Advisory Committee:**

George Crump reports the Heart surgery attended on August 8<sup>th</sup> scheduled at Fairfax Inova Hospital had been cancelled due to no surgeries being scheduled for that day. Eight people were in attendance, he has scheduled it for August 6<sup>th</sup>, 2020.

The next advisory committee meeting is in October.

Fran request to set a day every month in Baker, to have a First Aid and CPR class. George comments the training center currently is offering a CPR class. Derek states that if someone wants to schedule, they will do that. Sometimes they will do it right then. Fran would like to see it offered at 2 sites for location purposes. Derek to schedule and advertise the class.

Paul states that the County Commission is waiting on the list of where all the AED's are located in the county. Dave Pratt is working on that. Dave found one that was missing, but it didn't have a battery and was not working. Harold suggest maybe it is time to look into getting a grant for new ones or new batteries for the whole county. Derek suggest that it may not be a bad idea to put one on the front of the building.

## **Building, Equipment/Vehicle, supplies update**

**Building:** Derek received recommendation from Hardy Telecommunications to install HVAC/Ventilation system for 2 rooms located in the back of the Ambulance Bay, due to the potential of mechanical systems overheating. Room 1 houses phone, internet equipment, & electrical panel for both HCEAA and E. A. Hawse. Room number 2 houses the medical equipment. Has received an estimate for a split HVAC system and will cost approximately \$5000.00.

Board members request to get an additional estimate from Bobby Westfall.

Fran makes motion to approve the additional system using which ever is the better of the two estimates and less expensive. Harold Seconds, motion carries.

**Vehicles:** #380 repairs were completed, and has passed inspection. George makes request to have #380 transferred to Co.1, all-inclusive with title.

Doug makes motion to transfer title of vehicle 380 to Co. 1, Ron seconds, motion carries

#371 & 372 – nothing to report

Fran met with Mathias/Baker they had a similar request, to have a vehicle at Mathias/Baker. HCEAA currently looking into places to put unit/crew in Mathias area.

#376 still having issues with rear-end. Derek would like to move it to third due at this time. He recommends we wait until the chassis gets replaced on 379 before getting fixed.

Board request to get second opinion with Highway Motors in Harrisonburg, feels while the vehicle is still under warranty it needs to be repaired.

**Supplies /Equipment:** Nothing to report

#### **Ambulance Calls:**

<b>Calls for August:</b>	HCEAA	59	Wardensville	20	Fraley's	118
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#### **Comments from 911 OEM/Co. 1, Co. 3 and Fraley's**

Derek reports that all 3 agencies in the county will be switching charting system software. Training and implementation will begin soon. It is on loan to us from Valley Health. The initial set up will cost approximately \$2000 and will be paid for by the county. Do not have an option, current system/software is out of date.

Derek makes request to participate in Public Outreach Program "Home for the Holidays". The program consists of transporting patients from local nursing home (E. A. Hawse) to their local (in county) family members homes for the day. It is designed for the patients who are not financially able to pay for such transport and the patient is not able to be transported by any other means than stretcher/ambulance due to their medical condition.

Doug makes motion to approve participation in Home for the Holidays, Harold seconds. Motion carries

911 has 3 new dispatchers in training, there are 2 on day shift and 1 on night shift.

George reports Company 1 has had some staffing issues. Derek and Jeff have been working on protocol between Company 1 and Company 3. Derek presented the original protocol put in place from January 2017. There are several crossover issues that need to be worked on.

Derek, Jeff & George are to meet and discuss. Derek to report back with recommendation.

Paul reports that there is a request for the engine from 379, this is the truck where the motor blew. Need to find out first if it was provided with grant funds and what we can do with it as far as salvage.

Harold makes motion to allow requester to have motor with no strings attached, Doug seconds, motion carries.

**Training:**

George reports EMT recert class beginning October 14<sup>th</sup>, every Monday and Wednesday, 6pm to 10pm.

There is an ACLS refresher course on October 13<sup>th</sup>, Baker will be hosting a PEP class on November 10<sup>th</sup>, TBA a course in January and there will be a PTLS class in February. Basic Sky Warning Training on October 30<sup>th</sup>, have to register with NOAA. Beth will be doing (NCI) Active Shooter drills on Sunday, Sept 15<sup>th</sup> at Baker Park.

George to contact representative/teacher for Autism training to schedule a class in the Spring, to be offered to all county EMS, Fire, Police and Dispatchers. It is free of charge.

**Drug Inventory/Equipment:** Nothing to report

**County Commission:** Nothing to report

**Approval to pay invoices:**

Ron makes motion for approval to pay invoices, Harold seconds, motion carries.

**Receivables Program:**

Paul reports it is currently a mess and we are working to straighten it out. Have made changes in the last day or two. Invoice(s) missing information and is little misleading by stating payment is due by September 30<sup>th</sup>. Derek will meet with Jean to do an article in the Moorefield Examiner. Derek states moving forward the 301-609-2001 will be brought in house. The 2019 accounts will be moved back in house. The 2018, 2017, 2016 delinquent accounts will be handled with the receivables program. Harold comments to correct this is to have a special levy to put it on the tax bill. Many taxpayers will pay less with the levy.

**Board Comments:**

Fran was questioned by someone in the community, wanted to know why the HCEAA/County Website isn't up to date. July's minutes cannot be put on the website until approved by the

board and there was no meeting in August. Decision made several months ago, to not post the financial information on the website. Anyone can request a copy with Derek at Baker

**Personnel Comments:**

Derek makes request to take Medical Examiner training. As of now when a patient dies at the scene, the first responders have to wait for an ME to come from another county and that can take hours. Keeping the first responders from going on other calls.

Harold makes motion to approve Derek to take training, Doug seconds, motion carries.

Derek reports there had been an error last year when applying for the retirement. There are two resolutions that need to be re-voted on. The first one is for the EMSRS and the second is for the PERS.

Handouts provided by Derek, gives the information for the resolutions

Motion to accept the EMSRS Resolution by Fran, Doug seconds, motion carries

Motion to accept the PERS Resolution by Fran, Doug Seconds, motion carries

Total Board members 7

Voted for: 5 members (Fran Welton, Doug Coffman, Ronald Crites, Harold Michael, Paul Lewis)

2 members not present: Tim Thorne, Tim Ramsey

**Public Comments:**

Harold Shockey was under the impression that all of his properties should receive the Homestead Exemption because he is over the age of 65 now. He has renters, who do not qualify for the Homestead Exemption because they do not own the property. He does not feel it is fair that they should be charged the full amount.

George comments that Company 1 has 4 new applicants.

Motion to enter into Executive Session by Motions and Harold seconds, Motion carries.

Motion to leave Executive Session by Harold and second by Fran.

Motion to adjourn meeting by Harold and second by Fran.

Next meeting, October 9th at 6:30pm, at the Baker Station on State Road 55.

Meeting Minutes prepared by Tina Todd, HCEAA



**Hardy County Emergency Ambulance Authority, Inc.**

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**HCEAA**



No meeting held August 2019