

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE AUGUST 17, 2016
STARTING AT 6:30 P.M.
MEETING AT THE BAKER BUILDING
ROUTE 55, BAKER, WV**

AGENDA:

- CALL TO ORDER/ROLL CALL
- APPROVE JULY 20, 2016 MINUTS
- TREASURER'S REPORT
- COMMITTEE REPORTS
- SPECIAL REPORT(S)

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CENTER UPDATES
- WORK SCHEDULES
- EMPLOYMENT—PART AND FULL TIME
- SIGNAGE FOR BUILDING--UPDATE
- PHONE BOXES AT EMS/FIRE STATIONS--UPDATE
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT
- MEDICAL DOCTOR UPDATE

NEW BUSINESS:

- COUNTY COMMISSION UPDATE
- APPROVAL TO PAY INVOICES
- UPDATE ON EXPLORING BILLING FOR THE HCEAA
- COMMENTS—DEREK ALT, JEFF SNYDER, LUKE STUMP AND OTHERS
- PUBLIC COMMENTS
- GRANTS
- ELECTION OF OFFICERS FOR 2016-2017
- NEXT MEETING DATE, SEPTEMBER 14, 2016, LOCATION TO BE AT HARDY CO. 9-1-1 CENTER

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING DATE AUGUST 17, 2016

MEETING NOTICE

MEETING AT THE BAKER BUILDING

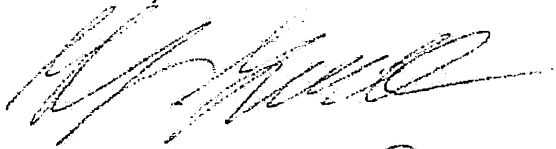
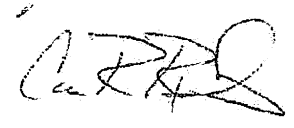
ROUTE 55, BAKER, WV

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE HARDY COUNTY BAKER BUILDING, ROUTE 55, BAKER, WV, ON THE 17th of August, 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.

- * MEDICAL BOOK UPDATE
- * GRUPOURMENT INVENTORY REPORT
- * TRAINING
- * PHONE BOXES AT EMS STATIONS - UPDATE
- * STORAGE FOR BUILDING - UPDATE
- * EMPLOYMENT - PART AND FULL TIME
- * WORK SCHEDULES
- * TRAFFIC WARRANTS MATRABAKER SILENT CENTER
- * AT
- * HARDY COUNTY CLERK'S OFFICE
- * MOOREFIELD, WV 26836
- * TELEPHONE NUMBER 304-530-0250.
- * NEXT MEETING DATE: SEPTEMBER 14, 2016 LOCATION: BAKER BUILDING
- * SECTION OF ORDERS FOR 2016-2017
- * GRANTS
- * PUBLIC COMMENTS
- * COMMENTS - DEBRA AND WIFE SNYDER, LUKE STUMM AND OTHERS
- * UPDATE ON EXPLOSION BILLING FOR THE HCEAA
- * APPROVAL TO PAY INVOICES
- * COUNTY COMMISSION - UPDATE

Public attendees:

<u>Print name</u>	<u>signature</u>
1 Margaret DeLauder	Margaret DeLauder
2 Greg Goetzmann	
3 Luke Corcoran-Reynolds	
4 Jan Anderson	EXAMINER
5 Jay R. Fraley	Jay R. Fraley
6	

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

The Hardy County Emergency Ambulance Authority met on August 17, 2016 at the HCEAA building in Baker, WV for their regular scheduled meeting.

Members Present:

Ron Crites
George Crump
Mary Fishel
J.R. Keplinger, Jr
Paul Lewis

Absent:

Art Cerami
Dr. Jerry Hahn
Dave Pratt
Tim Ramsey

Public:

4 citizens were in attendance
two employees

President Paul Lewis called the meeting to order at 6:45 PM.

Approval of the July 20, 2016 Minutes—J.R.Keplinger moved to approve the minutes. Ron Crites seconded the motion. (passed)

Treasurers Report-Tim Ramsey was absent. Paul Lewis, in his absence, reported that there was approx. \$3, 2264.05 in account.

Committee Reports—Paul Lewis wants to establish a committee to work on fee schedule and permanent coverage with HCEAA. This committee will be composed of Craig Strawderman, Derek Alt, Jay Fraley, and Mary Fishel. Derek Alt will be the facilitator. They will meet and report back at the next meeting. It was noted that the last time a fee was collected there was approx. 70% compliance with approx. \$660,000 received. Discussion centered around possible fee schedules with commercial establishments. Jefferson County has charged businesses for years and Hampshire will be instituting one as well in the near future.

Special Reports—none

Old Business

Building, Equipment/vehicle, supplies update-

Building- Still an issue with air conditioning in front of building.

Garage doors have been fixed and are working properly. Door # 3 is now posing some problems. Tim Garrett will be contacted to fix this. Another remote was purchased and is on back order. Toilets have issues with seal not properly seating during flushing. A sign designating caution will be made and an attempt will be made to fix the situation. Paint has been purchased to re paint office and training room. An issue regarding the trash and litter as well as equipment left behind by CNA Class given by E.A. Hawse was discussed. It was noted that there are no guidelines established for use of the facilities. This will be addressed.

Unit 383 has been painted and equipment installed but it has not been licensed by WVOEMS yet. Unit 382 is still in need of repair.

Equipment-Monitors still need to have yearly maintenance done. Still no contact has been made with service dept. despite many attempts. Yearly maintenance contract will not be paid until this is addressed.

Supplies- All supplies have been put on hold pending new medical director.

Licenses-The original inspection of facility by state OEMS that was scheduled for August 28 has been postponed until October. Preparation for the inspection has been put on hold until medical director issue is resolved.

Holtzman letter regarding propane-Holtzman submitted a letter offering propane at a set fee. Paul Lewis is to obtain more information.

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

Paul Lewis did not have exact number of calls approx. number of calls for July were:-Fraley's-104, Mathias Baker-54, Wardensville-52, HCEAA-50

Mary Fishel reported that two new drivers are in training. No additional reports were presented by any agency.

There was discussion with the problem of Rockingham County refusing to come into West Virginia. At the same time they have dispatched units from WV to Va. This problem needs to be addressed but put on hold until staffing issue is resolved with HCEAA.

George Crump requested that Mathias Baker board member should be appointed since County Commission gave the green light for HCEAA board to restructure. It was decided to put forth Craig Strawderman's name for appointment. Paul Lewis will bring this request to the County Commission at their next meeting.

Work Schedules

There may be some overtime in the next few weeks due to scheduling issues.

Part and Full Time Employment

One medic application is still on hold at this time. Derek Alt requested that we hire another part time EMT. He has an application. Board gave Derek authority to interview and give recommendation to Paul Lewis for hiring. Mary Fishel requested to sit in on interview.

Phone Boxes at EMS/Fire Stations

Wrong address is registering with 911 phone in Baker. Issue is being resolved.

Training

Mary Fishel is presently conducting an EMT recertification class at Wardensville Rescue which will be testing on Aug. 22. Tammy Wratchford will be holding an EMT class at station 3 in Baker. There will be a state EMS Conference at Canaan Valley Resort on October 19-21

Drug/Equipment Inventory

No report

Medical Director update

Dr. Rexrode is satisfied with insurance coverage that HCEAA can provide. The main issue now is establishing her criteria for run reports and quality assurance. Derek is working with her to iron out details. She was unable to attend this meeting due to work schedule.

New Business

County Commission Report

At the last Commission meeting, the attorney for court case reviewed the possibility of imposing a fee. He gave several recommendations but said that it was legal to pursue that avenue at present.

Commission asked Paul Lewis (HCEAA) to work up a proposal. Paul Lewis also requested \$120,000 to be placed in an account so amounts could be drawn when needed. This way a monthly request would not be necessary. This was approved by the commission.

Approval to Pay invoices

Liability insurance of \$13,031 needs to be paid. Motion made by George Crump to pay 1/2 of the bill at this time. JR Keplinger seconded the motion. (passed). Recurring bills were paid without further discussion.

Committee to work/explore billing for the HCEAA:

On hold at present

Employment comments –Derek Alt, Luke Stump, Jeff Snyder, Janet Horton, Heather Ours

Derek Alt said that mutual aid agreements have been signed with Wardensville and Mathias Baker.

Public Comments

None

Grants-

There are some fire and EMS grants coming up but none at the present time. Ron Crites is pursuing money from grant to purchase a new engine for unit 379.

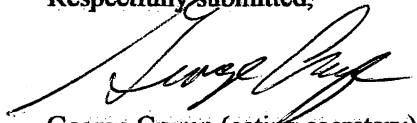
Election of Officers

Slate of officers presented: President-Paul Lewis, Vice President-George Crump, Treasurer- Tim Ramsey, and Secretary- Mary Fishel. Nominations were closed. Motion made by JR Keplinger and seconded by Ron Crites to accept slate of officers.(passed)

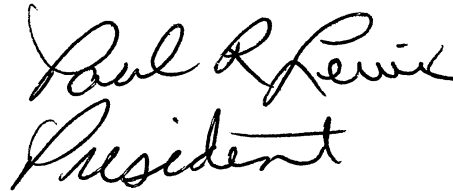
Next Meeting Date-Next regular scheduled meeting will be held at 6:30 PM at the 911 center om Moorefield, WV on September 14, 2016.

With no further discussion, a motion was made to adjourn by George Crump and seconded by Mary Fishel. (passed) Closed meeting at 8:45 PM

Respectfully submitted,



George Crump (acting secretary)



Paul R. Lewis
President

