

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY  
MEETING DATE MAY 15, 2018  
STARTING AT 6:30 P.M.  
MEETING AT THE BAKER BUILDING,  
17940 SR 55, BAKER, WV**

**AGENDA:**

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

**OLD BUSINESS:**

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- LIGHTS IN GARAGE AREA
- FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CENTER UPDATES
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT
- RETIREMENT PROGRAM FOR EMPLOYEES

**NEW BUSINESS:**

- COUNTY COMMISSION MEETING
  - APPROVAL TO PAY INVOICES
  - GRANTS
  - COMMENTS—BOARD MEMBERS AND EMPLOYEES
  - PUBLIC COMMENTS
  - PERSONNEL
- NEXT MEETING DATE, JUNE 13, 2018, LOCATION TO BE AT MOOREFIELD, WV

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**MAY 2018 MEETING NOTICE**

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **HARDY COUNTY EMERGENCY AMBULANCE BUILDING, BAKER, WV, ON MAY 15, 2018, 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 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

May 15, 2018

Present: Paul Lewis: President, George Crump: Vice President, Tim Ramsey: Treasurer, Ron Crites, Bill Collins, Doug Coffman, Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA Executive Secretary

Absent: Mary Fishel: Board Secretary, JR Keplinger: County Commission Representative, Dr. Carmen Rexrode, Dave Pratt, Patti Shoemaker

3 guest Present: Including 1 from Fraley's Ambulance Service, 1 with Moorefield Examiner, and 1 citizen

President Paul Lewis called the meeting to order at 6:41 PM followed by the Pledge of Allegiance and Prayer

Motion to accept the minutes by Bill, George Seconds. Motion carries

## Ambulance Calls:

Calls for April: Fraley	93	HCEAA	48	Wardensville	20
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## Training:

Jay Fraley reports medic class finishes in November.

Paul reports EMT class through Panthera ends at the end of May, 2 possibly from Wardensville and the rest are from Romney.

Derek reports Career Day went well and was a success. Has one student from EHHS who wants to get involved. One option, bring volunteer ride along and this is something he would like to do. Another option would be to hire an EMS assistant. Minimum wage per call, obtain permission slips, work permits. This is the kind of thing we have been looking for, Public outreach. Training cost would be very minimal.

Hire EMS Assistant per hour per call

Motion to hire EMS Assistant by George, second by Bill, Motion carries.

Cardiac Emergency Response Team – Spoke with the Board of Ed and spoke with Jennifer at the High School. If a child goes into cardiac arrest, emergency response at best are at least 5 minutes out. They want to create a Cardiac Emergency Response Team, 3 would be designated to go to the closet AED unit and 3 are designated to go to the child. This would be a beefed-up version of CPR, first aid and would provide structure. Target more specific information according to grade level/ age. We may look to involve students at a later date. But this is for the school faculty. Cost analysis: The cost to the HCEAA would be man hours. Conclusion is, it is ultimately up to the schools to implement the plan.

**Grants:**

Derek reports on the 35% grant, which will be 35% back on the ambulance or equipment we just purchased. Will not hear anything back on that until awarded. Checked with First Energy on the grant for the lights, we are ineligible because we are not a 503C yet. Those are the only 2 grants we are currently working on.

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

Derek reports Steve Weese put some LED bulbs in the bay, did a bi-pass so we could see what they look like. He hung a single in some and doubles in others.

His estimate is \$3000 with a single bulb in every fixture, \$4800 every fixture with two bulbs.

Approval to spend up to \$3000 or it has to come back before the board. Steve Weese to do the job, non-PCB with a warranty. Putting one bulb in every fixture.

Motion made by Doug, Second by Bill. Motion carries

No price for outside lights, Paul states lets go ahead with the lights in the bay and deal with the outside lights at a later date.

**Equipment:**

Updated invoice from Physio for the Yearly contract

**Vehicles:**

Two Chase Units are due for service. Tires on 383. Unit 76 needs inspection this month, A/C needs charge. The new ambulance is running fine.

The Ford (379) is back, in service Transmission was replaced and a few other minor things repaired. The warranty was voided the previous transmission due to the case not being replaced when the transfer case fell out. Total cost \$8,121.15. How do we want to proceed?

Option 1: We can let it go

Option 2: We can try and get our money back

Unit 380 (2007 Dodge Durango) in Moorefield being used by Fraley, needs body work (rusted areas) before it can be inspected. Estimate to do body work from Precision \$775.92. Jay Fraley to take care of getting body work completed.

Motion by Ron to have body work completed to get inspection, Tim seconds. Motion carries

**Supplies:** Nothing to report

**Drug Inventory/Equipment:**

2XA on board, Ketamine on back order.

George reported HCEAA Loaned Wardensville drug box as all of theirs instantly expired. Wardensville put in a rush order.

**Treasurer Report:**

Derek reports \$24,111.27 in checking account, \$94,898.75 in savings account. Expenses for April \$62,157.72. Last months income was \$79114.17. YTD expenses are \$658,484.48 and YTD Income is \$817,429.56.

**Committee:** Nothing to report

**Retirement Program for Employees Update:**

Colin reports paperwork package will go to Derek in the next week. We need to have 3/5 of the board present in June and once that is approved and the minutes are done. The package gets mailed into the retirement board and it takes effect on the 1<sup>st</sup> of July.

**County Commission:** Nothing to report

**Approval to pay invoices:**

Motion to pay the invoices made by Tim, George 2nds. Motion Carries

**Board and Employee Comments**

EMS week is next week, George suggest in the future we all get together and have a big thing for the county. Fraley's did a picnic for several years, but never had much of a turn out. This year they are having a team thing with Capon Valley Bank.

Derek received a copy of an invoice from Fraley's for service. The customer/patient responded stating they are deducting \$75.00 from the bill. Derek recommends that we put a notice that the service fee does not circumvent the ambulance service. Stated that Fraley's should send a letter to the customer/patient requesting the \$75.00. The HCEAA needs to put a notice in the paper and on the website to educate people on the difference. Jay Fraley reports this is the 4<sup>th</sup> deducting the ambulance fee from the copay. Recommended needs to be addressed on a case by case basis.

Derek states the squad employees would like to wear T-shirts after hours, and for EMS week he would like to purchase T-shirts for 14 people.

Motion for approval to purchase T-shirts by Bill, Doug seconds. Motion carries

**Public Comments & Questions**

No comments

Motion to adjourn by Ron, Tim seconds. Motion passed

Next meeting June 13, 2018 at 6:30pm, at the 911 Operations Building in Moorefield

Meeting Minutes prepared by Tina Todd, HCEAA Executive Secretary



