

**MEETING NOTICE**

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**BUDGET HEARING AND MEETING**

**WEDNESDAY, APRIL 12, 2023 MEETING NOTICE**

**157 FREEDOM WAY**

**MOOREFIELD, WV**

**MEETING TIME WILL BE 6:30 P.M.**

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING ON **WEDNESDAY, APRIL 12, 2023 AT 6:30 P.M. AT THE 9-1-1 CENTER, AT 157 FREEDOM WAY, MOOREFIELD, WV.** THE MEETING WILL BE TO DISCUSS THE PROPOSED BUDGET AND REGULAR BUSINESS OF THE AUTHORITY. 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  
MEETING DATE APRIL 12, 2023  
STARTING AT 6:30 P.M.  
MEETING AT THE 9-1-1 CENTER  
157 FREEDOM WAY  
MOOREFIELD, WV**

**AGENDA:**

- CALL TO ORDER/ROLL CALL
- BUDGET HEARING AND APPROVAL
- APPROVE MINUTES—FEBRUARY MEETING
- TREASURER'S REPORT

**OLD BUSINESS:**

- BUILDING, EQUIPMENT/VEHICLE
- WARDENSVILLE, HCEAA, WEST HARDY EMERGENCY MEDICAL SERVICES, 9-1-1 CENTER UPDATES
- TRAINING

**NEW BUSINESS:**

- COUNTY COMMISSION MEETING
  - APPROVAL TO PAY INVOICES
  - COMMENTS—BOARD MEMBERS AND EMPLOYEES
  - PUBLIC COMMENTS
  - PERSONNEL
- 
- **NEXT MEETING DATE, MAY 10, 2023, LOCATION TO BE AT THE BAKER BUILDING, 17940 STATE ROAD 55, BAKER, WV.**

# Hardy County Emergency Ambulance Authority

## Board of Directors Meeting

April 12, 2023

Present: President Paul Lewis, Vice President Dr. Tim Thorne, Secretary Jean Flanagan, Hardy County Commissioner David "Jay" Fansler, Fran Welton, Ronnie Crites, HCEAA Medical Director Dr. Carman Rexrode, HCEAA Executive Director Derek Alt,

The meeting was called to order at 6:32 p.m. by President Paul Lewis. The Pledge of Allegiance and a prayer followed.

### Public Hearing for FY2024 Budget

There were no members of the public present.

HCEAA Executive Director Derek Alt presented a proposed Fiscal Year 2024 budget. Specific line items were adjusted to add \$46,500 to the FY2023 budget.

Company1 - Wardensville - requested additional funding of \$17,500 for various equipment and building upgrades. That request was put on hold for future consideration by the board. The current funding level is \$15,000.

Company 21 - West Hardy - requested funding to remain at the current amount of \$60,000 per year.

The FY2024 budget is in the amount of \$1,246,000.

Fran moved and Tim seconded a motion to approve the FY2024 Budget as presented. The motion was approved.

### Minutes

Jean moved and Ronnie seconded a motion to accept the Minutes of the March 8 meeting as presented. The motion was approved.

### Treasurer's Report

Executive Director Derek Alt provided the treasurer's report for the month of March.

Total Expenses for March	\$122,143.06
Total Revenue for March	\$ 96,792.72
Income from Fee	\$ 65,000.00
Income from Services	\$ 27,517.72
Other Income	\$ 4,275.00

Current Checking Account	\$ 1,144.28
Current Savings Account	\$162,024.96

Derek reported he is looking for an auditor. Auditors must be on the State's approved list.

### Building

Derek reported the tube heaters were repaired by Poultry Specialties. They did a great job with quick service.

Staff is cleaning up the building and grounds and performing general maintenance on the building. The roof is in good shape, but the shingles have almost reached the end of their life and will need to be replaced in the next few years.

Derek wants to create a workout space for employees in the back of the garage bay. Employees have brought their own equipment to exercise during down time.

There is a need for additional bunk space. Currently employees are utilizing the training room, but that is not a permanent solution.

Derek suggested the board review the rental agreement with E. A. Hawse. They have rented space in the facility for their billing department. HCEAA pays for all electricity, water and provides restroom facilities. Their rental agreement comes up for renewal in May.

## **Equipment**

All equipment is in service.

Derek is exploring moving from a padlock system to a card-reader/PIN system for the narcotic boxes. It would be more versatile for the medics and more DEA compliant. The cost is approximately \$6,000.

Fran moved and Tim seconded a motion to approve the purchase of a card/PIN system, not to exceed \$6,000. The motion was approved.

Derek would like to make the system available to the other county EMS agencies to promote consistency within the county.

## **Vehicles**

371 - Out of Service - Engine being replaced. Should be back this month.

372 - In service - Nothing to report

373 - In service - Nothing to report

376 - In service - replaced the brake line

383 - In service - Nothing to report

Serv3/Argo - In Service - Nothing to report

## **Calls for Service**

Paul reported the following calls for service for March:

West Hardy - 143 calls - higher than normal.

HCEAA 69 calls

Wardensville - 25 calls

Derek complimented the entire Hardy County EMS community. On Sunday, March 26, a serious accident occurred on Rt. 259 in Lost River. There were six patients - two were critical. All three HCEAA ambulances responded. In addition, both West Hardy and Wardensville responded. At the same time, a call came in from the E. A. Hawse Nursing and Rehabilitation Center, to which West Hardy responded. It was a tremendous effort by the entire county's EMS community.

## **Training**

Nothing to report.

Fran requested the HCEAA initiate CPR/AED/First Aid training in Mathias and Wardensville.

There is an issue with the American Heart Association and who can provide certified training.

Assistant Executive Director Nathan Kesner will investigate.

## **New Business**

County Commission

The FY2024 proposed budget was presented to the County Commission at their April 4 meeting and it was approved.

## **Vehicles**

371-372-373-376-383-SERV3/Argo - All in service with nothing to report.

## **Calls For Service**

Paul reported the following calls for service in May:

West Hardy 99

HCEAA 87

Wardensville 29

The 911 Center is fully staffed.

## **Training**

Nothing to report

## **Audit Update**

A.A.L. is the only audit company to respond to the request for quote. They have done the HCEAA audit for the last three years.

## **New Business**

### **E. A. Hawse Contract**

Derek reported the E. A. Hawse contract for a portion of the HCEAA building is due of renegotiation in November. The original lease was written in 2019. Currently, they are paying \$900 per month for 1,275 sq. Ft. It works out to approximately \$0.71/sf. This is considerably less than commercial real estate, which loses for an average of \$2/sf. The rent includes utilities - electricity, water, sewer.

It was decided to consider an updated rent at the next meeting.

## **County Commission**

Nothing to report

## **Ambulance Replacement**

A quote from J. Yurick's Emergency equipment and Ambulance Sales, Inc. was received. The cost to remount Ambulance 371 on a 2025 Ford F550 chassis would cost \$195,955 and take about a year for delivery. The cost of a new ambulance would be \$300,000 and would take two years. Prices for new ambulances have been discussed at prior meetings.

Derek said that unless we need to increase the fleet, the ambulance boxes should be able to be remounted going forward.

As discussed at prior meetings, the cost of an ambulance van is between \$100,000 and \$120,000. Derek will confirm prices.

Derek will also talk with the County Coordinator regarding USDA grants for emergency equipment.

Jay moved and Jean seconded a motion to order a new chassis and remount Ambulance 371. The motion was approved.

## **Invoices**

Derek reviewed the invoices for April.

Doug moved and Jay seconded a motion to approve the April invoices. The motion was approved.

Derek reviewed the invoices for May.

Doug moved and Jay seconded a motion to approve the May invoices. The motion was approved.

The next meeting of the Hardy County Emergency Ambulance Authority will be held on Wednesday, July 12 at the 911 Center, 157 Freedom Way. The meeting will begin at 6:30 p.m.

Jay moved and Ronnie seconded a motion to adjourn. The motion was approved. The meeting was adjourned at 7:40 p.m.

Respectfully submitted  
Jean Flanagan, Secretary

The Commission requested HCEAA input on SB373, which didn't pass the Legislative Session this year. It entails salary supplements to EMS and Fire from the State's budget surplus. Paul anticipates it will be brought back in a special session this fall.

### **Invoices**

Derek reviewed the invoices for March.

Tim moved and Ronnie seconded a motion to pay the invoices. The motion was approved.

### **Comments**

There were no comments from the board.

Derek reported that he is updating the Employee Evaluation in light of the pay scale approval.

Derek provided a proposal to the Board to allow employees to access E. A. Hawse Behavioral Health Programs to address issues of mental health. They include PTSD, trauma and stress related to their employment in EMS. The board will review the proposal and discuss at the May meeting.

Tim moved and Ronnie seconded a motion to adjourn.

The meeting was adjourned at 8:17 p.m.

The next meeting of the Hardy County Emergency Ambulance Authority will be held on Wednesday, May 10 at the HCEAA building, 17940 SR 55, Baker. The meeting will begin at 6:30 p.m.

Respectfully submitted

Jean A. Flanagan, Secretary

DATE Apr. 12, 2023

SIGN-IN SHEET

Name	Representing	E-Mail
Derek Alt	ACEAA	
Dean Flanagan	HOEAA	
Paul Rivers	HCEAA	
Tom Whelan	HCEAA	
Liam Ross	Medical Director	
Ken Butts	HCEAA	
Tim Thomas	HCEAA	
David Tansler	Commission	