

**REVISED AGENDA  
HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY  
SPECIAL MEETING DATE DECEMBER 4, 2024  
STARTING AT 6:30 P.M.  
MEETING AT THE HARDY COUNTY 9-1-1 CENTER  
157 FREEDOM WAY  
MOOREFIELD, WV 26836**

**AGENDA:**

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES—OCTOBER MEETING
- PERSONNEL AND LEGAL ISSUES
- DISCUSSION BY BOARD ON CHANGES TO THE OPERATIONS OF AMBULANCE SERVICES FOR HARDY COUNTY
- COUNTY FUNDING

**MEETING NOTICE**

**SPECIAL MEETING**

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**WEDNESDAY, DECEMBER 4, 2024**

**9-1-1 CENTER**

**157 FREEDOM WAY, MOOREFIELD, WV**

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

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A SPECIAL MEETING ON **WEDNESDAY, DECEMBER 4, 2024, AT 6:30 P.M. AT THE 9-1-1 CENTER, 157 FREEDOM WAY, MOOREFIELD, WV.** THE MEETING WILL BE TO DISCUSS THE OPERATIONS 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

## Special Board of Directors Meeting

December 4, 2024

**Present:** President Paul Lewis, Vice President Dr. Tim Thorne, Secretary Jean Flanagan, Fran Welton, Ronnie Crites, County Commissioner Steve Schetrom  
Medical Director Carmen Rexrode, Executive Director Derek Alt, Assistant Executive Director Nathan Kesner

**Guests:** Mike Phillips, Tracy Richmond, Terena Dolly, David Pratt, Billie Jo Biddle, Hannah Heishman, Bryan Barb, Dusty Wratford from West Hardy Emergency Ambulance Service; Lisa Twigg, Tom Walker, Becky Fishel from Wardensville Volunteer Rescue Squad; Hayden See, Shanice Mays, Peggy Moomaw, William Leonard, John Wilkins from the public.

The meeting was called to order at 6:31 by Paul. The Pledge of Allegiance and a prayer followed.

### Minutes

Jean moved and Tim seconded a motion to approve the minutes of the October 9 meeting. The motion was approved.

### Executive Session

Moved to end of meeting.

### Discussion by Board on changes to the operations of ambulance service for Hardy County.

As Executive Director, Derek presented several recommendations to cut costs. He asked the board for input.

- 1 - Ask the municipalities of Moorefield and Wardensville to supplement the ambulance service. Both towns have added a one-percent sales tax to purchases made in the respective towns. Larger municipalities have paid fire and EMS services.
- 2 - Fuel - Approach the Division of Highways and/or the school system to share cost of fuel.
- 3 - Central Supply - Create a central supply for medical supplies and drugs. HCEAA already pays for oxygen for WHEMS.

Nathan suggested we contact Eastern West Virginia Community & Technical College to participate in cost sharing of supplies.

Fran said Valley Health has agreements with bulk suppliers.

- 4 - Cut cash stipend to WHEMS and WVRS. Calendar year-to-date, Wardensville has received \$51,924 and West Hardy has received \$71,432.

**Immediate Action** - Reduce Payroll

Currently employees have 16 hours of scheduled overtime.

Additional overtime has accumulated 1,677 hours - Additional OT includes covering for sick leave and call-offs, extra hours on shifts, vacations.

Regular hours allowable are 25,884 per year. Since Dec. 2023, employees have used 24, 423 hours.

Allow directors (Derek and Nathan) to drop exempt status. Instead of salary, pay hourly.

Look at Minimum Staff Requirements vs. Mandated Staff Requirements. They are different.

Tim commented that proposals one and two would only amount to a drop in the bucket toward addressing the budget shortfall. Proposal three would be cutting our own throats.

Derek said we added staff to keep from calling other agencies from the west side of the county. This has worked. He said, if HCEAA cuts staff, other agencies will have to make up the difference.

Jean asked about resource management - more staff during peak times, less staff during non-peak hours.

Fran asked what percentage of the population does not pay the fee. Paul said about 20%. However, the tax department is still taking non-payers to magistrate court. Commissioner Schetrom said the long-term payment percentage is about 96%. It takes awhile to collect all the money for a given year.

Tim said he would like to see a chart of revenue vs expenses.

Derek said in 2023 the county received \$1,085,365 and paid out \$935,708. This does not include the monthly \$10,000 from the General Fund paid to West Hardy for payroll.

Nathan said year-to-date payment for services is \$426,084

Derek said FY2023 - expenses were \$1.34 million. In FY2024 - expenses were \$1.39 million.

Paul said there is currently \$685,000 in the fee account.

Tim said he would like to see exact numbers for the expenses.

Fran said we need to chart how much it costs to run an ambulance.

Derek presented the following:

FY2023	Income	Expenses
Fee	\$864,539	\$1.34 million
Services	\$402,277	
CARES Act	\$470,758	

FY2024	Income	Expenses
Fee	\$908,500	\$1.39 million
Services	\$403,000	
CARES Act	\$ 56,792	

FY2025YTD	Income
Fee	\$440,000
Services	\$170,381
Services WVRS	\$ 1,972
Uncat Income	\$ 4,860

Commissioner Schetrom asked if there were recommendations for increasing the fee. Paul said he would recommend \$200 per year for regular and \$100 per year for Homestead. He also recommended that be in force for two years and revisited after two years.

Billie Jo Biddle said Derek spoke for “the county” and West Hardy EMS is part of the county, but has never been asked to participate in discussions about funding.

Paul said there should be a committee of representatives from each agency to advise the board.

Billie Jo suggested HCEAA go to a 36-hour shift instead of 48-hour. She said WHEMS already bulk orders supplies and gets some at half price. Same for some drugs as well. WHEMS showed a net profit and are being penalized - want to take away funding. HCEAA gave employees a raise when they were already over budget. She wants to see the three agencies work together.

Derek said a 36-hour shift would require more full-time employees. Instead of four people for a 24/7 shift, it would require six people. It is more expensive to hire a full-time employee than to pay an existing employee overtime. This is because of taxes, social security, health insurance and retirement contributions.

Dave Pratt said people are talking about WHEMS buying a new ambulance. WHEMS saved money for a new ambulance. WHEMS needs to have a “rainy day fund” in case a motor blows and the to replace it. WHEMS has a budget, saved money and are fiscally responsible.

Becky Fishel said Wardensville just spent \$10,000 from their savings to repair an ambulance. If the stipend is withdrawn, Wardensville will have no income and will have to close.

Tim said we need West Hardy and West Hardy needs HCEAA. Neither agency can supply the whole county.

Dr. Rexrode asked if an outside evaluation had been considered. At the November County Commission meeting, an outside evaluation was suggested. When they cost of \$35,000 was announced the commission decided it was too expensive. Dr. Rexrode said she believes the County Commission would like to see this board serve the entire area. Commissioner Schetrom agreed.

Paul suggested three members of the board and one person from each of the three agencies meet to discuss revenue and expenses. He appointed Dr. Tim Thorne, Jean Flanagan, Billie Jo Biddle, Lisa Twigg and Nathan Keener. They will meet on Friday, Jan. 10 at 4 p.m. at the 911 Center.

Derek addressed Capitol Assets. The HCEAA had a substantial savings account which was used to purchase replacement ambulances and most recently new equipment (Lucas Devices, Cots, etc.) The County Commission told the HCEAA to drain the savings account or they would not get any money from the fee account.

Derek also said the HCEAA gets regular audits, per state code. The other agencies are not required to be audited. He also said some line items in the budget are bloated to pay for other agencies' supplies.

He would like to see three separate operating budgets. Billie Jo agreed.

Derek also said HCEAA staffed Wardensville six of the past seven days.

Dr. Rexrode said her goal is to have professionally staffed, adequately supplied ambulances ready to meet patients' needs. The three agencies are doing a great job, she said.

At 8 p.m. Tim moved and Fran seconded a motion to go into Executive Session to discuss personnel and legal issues. The motion was approved.

At 9:06 Tim moved and Ronnie seconded a motion to come out of Executive Session. No action was taken during the Executive Session.

Nathan reported he has accepted employment with Queen Anne's County, Md. It will not interfere with his duties at HCEAA.

Fran moved and Ronnie seconded a motion to approve Nathan's additional employment. The motion was approved.

Tim moved and Ronnie seconded a motion to adjourn at 9:08 p.m. The meeting was adjourned.

Respectfully submitted,  
Jean Flanagan Secretary

DATE Dec. 11, 2024

SIGN-IN SHEET

Name	Representing	E-Mail
Dawni Galt	KCEP	
Tim Thorne	ACEA	
Mark Miller	WHHS	
Jessie Decker	WHHS	
James Richard	WHHS	
Hayden See		
Shirley Mary	Public	
Peggy Mannan	Public	
David Ruff	WHHS	
BSP Biddle	WHHS	
Kate Taylor	WHHS	
William Lehard	Public	
John Tom Walker	WHHS	
Bridget Fisher	WHHS	
Nathan Stone	ACEA	

DATE Dec. 4, 2024

SIGN-IN SHEET

Name	Representing	E-Mail
Carmen Rueda	medical director	
Johanna. Williams	OHBA	
Hannah Weisman	WHENS	
Byron Berk	WHENS	
Dee Ann	ACBPA	
Fran Wolter	ACEAA	
Paul Reed	ACEAA	
Steven Schuman	Commission	
Dusty Wintersford	WHENS	
Jean Flanagan	HCEAA	