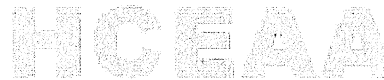


**AGENDA**  
**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**  
**MEETING DATE JULY 10, 2024**  
**STARTING AT 6:30 P.M.**  
**MEETING AT THE HCEAA BUILDING**  
**17940 STATE ROAD 55**  
**BAKER, WV 26801**

**AGENDA:**

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES—JUNE MEETING
- ELECTION OF OFFICERS FOR 2024-25
- TREASURER’S REPORT



**OLD BUSINESS:**

- BUILDING, EQUIPMENT/VEHICLE
- WARDENSVILLE, HCEAA, WEST HARDY EMERGENCY MEDICAL SERVICES, 9-1-1 CENTER UPDATES
- REVIEW AND APPROVE HCEAA AND WARDENSVILLE RESCUE SQUAD MOU
- TRAINING
- AUDIT UPDATE

**NEW BUSINESS:**

- COUNTY COMMISSION MEETING
  - LOAN PAYMENT
  - APPROVAL TO PAY INVOICES
  - COMMENTS—BOARD MEMBERS AND EMPLOYEES
  - PUBLIC COMMENTS
  - PERSONNEL
- 
- NEXT MEETING DATE, AUGUST 14, 2024 AT THE 911 CENTER, MOOREFIELD, WV

**MEETING NOTICE**

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**REGULAR MEETING**

**WEDNESDAY, JULY 10, 2024**

**HCEAA BUILDING**

**17940 STATE ROAD 55, BAKER, WV**

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

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING ON **WEDNESDAY, JULY 10, 2024, AT 6:30 P.M. AT THE HCEAA BUILDING, 17940 ST. ROAD 55, BAKER, WV.** THE MEETING WILL BE TO DISCUSS THE 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

## Board of Directors Meeting

July 10, 2024

**Present:** President Paul Lewis, Secretary Jean Flanagan, Fran Welton, Commissioner Steve Schetrum

Executive Director Derek Alt, Assistant Executive Director Nathan Kesner, Medical Director Dr. Carmen Rexrode

**Guests:** Becky Fishel and Tom Walker from Wardensville Rescue Squad, Steven Pendleton from the Moorefield Examiner

The meeting was called to order by Paul at 6:40 p.m. The Pledge of Allegiance and a prayer followed.

### Minutes

Jean moved and Fran seconded a motion to approve the minutes of the June 12 meeting. The motion was approved.

### Election of Officers

Jean moved and Fran seconded a motion to approve the following slate of officers for FY2025:

President	Paul Lewis
Vice President	Dr. Tim Thorne
Secretary	Jean Flanagan
Treasurer	Doug Coffman

With no additional nominations from the floor, the motion was approved.

### Treasurer's Report

Derek Alt provided the following report:

Total Expenses for June	\$135,922.81
Total Revenue for the month of June	\$135,778.89
Income from Fee	\$ 98,961.00
Income from Services	\$ 36,817.89
Other Income	\$ 0.00

Current Checking Account	\$ 1,344.51
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Savings Account	\$ 22,137.85
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Derek also provided a year-end fiscal report for FY2024, which ended on June 30. The report shows a net deficit of -\$31,467.96. The HCEAA has been operating in a deficit for the past several years.

It was noted that calls are taking longer because wait-times in area hospitals have increased significantly.

Jean asked what the average call for service costs. By dividing the total expenses by the total number of alerts, it was determined the average cost per call is \$1,430.38.

## **Building/Grounds**

There is nothing new to report.

Derek indicated he will be requesting the County Commission (owners of the building) look for building improvement grant opportunities. Some examples include upgrading the Air Conditioning in the bays and addressing the bay drainage.

## **Equipment**

Ipad upgrades are still in process.

New locks have been installed on Wardensville Volunteer Rescue Squad units.

The new medication and tracking system protocols will be rolled out on July 15. The date was rescheduled from July 1 by the State.

## **Vehicles**

All vehicles are in service.

Fleet cards have been issued to WVRS for fuel.

## **Calls for Service**

Paul reported the following calls for service in June:

West Hardy	98
HCEAA	93
Wardensville	30

The 911 Center is fully staffed and after training is complete, there will be three dispatchers per shift.

## **Wardensville Volunteer Rescue Squad MOU**

The document has been approved and signed by both agencies. It went into effect on July 1.

A copy of the MOU is included with the Executive Director's Report.

## **Training**

Crisis Response Training is scheduled for Sept. 20-22 at the 911 Center.

Derek reported public training in First Aid, CPR and Stop the Bleed will be held monthly on a rotating basis, beginning in August. Information and registration will be available on the HCEAA website.

Fran has been asked to offer CERT training to veterans groups in the fall.

## **Audit**

Nathan reported the auditor wanted FY2022 and FY2023 information presented in the same format as the previous years' audits. The information was reformatted and the audit should be completed in August.

### **County Commission**

Derek reported the County Commission tabled a request for additional funding for HCEAA. The Commission requested the HCEAA restructure payments, such as quarterly to monthly.

Paul reported the one loan the HCEAA has is \$40,664.05 and is set up to be paid annually at \$21,330.54. Paul talked to the bank and said they were very easy to work with. The bank approved quarterly payments instead of annual payments.

Fran moved and Jean seconded a motion to change the financing of the bank loan to quarterly. The motion was approved.

### **Pay Invoices**

Derek reviewed the invoices for June, which included the distribution of the Salary Enhancement payments to employees. HCEAA incurred some costs in the form of payroll taxes and retirement contributions in distributing the Salary Enhancement funds provided by the State.

Jean moved and Steve seconded a motion to pay the invoices. The motion was approved.

### **Personnel**

Derek reported there is one paramedic position open with HCEAA. He is working to fill it.

One employee who was on medical leave has been released to return to employment.

### **Comments**

There were no board or public comments.

Fran moved and Jean seconded a motion to adjourn.

The meeting was adjourned at 7:35 p.m.

The next meeting of the HCEAA will be held Wednesday, August 14, beginning at 6:30 p.m. The meeting will be held at the 911 Center in Moorefield.

Respectfully submitted,  
Jean Flanagan, Secretary

DATE July 10, 2024

SIGN-IN SHEET

Name	Representing	E-Mail
Jean Flanagan	HCEAA	
Arona Berube	Medical Director	
Paul R. Lewis	HCEAA	
Steven Schetron	Commission	
Mylan Wesner	HCEAA	
Steve Raddleton	Examining	
Becky Fisher	WRS	
Tom Walker	WRS	
Fran Whelton	HCEAA	
Derek Alt	HCEAA	