

**AGENDA**  
**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**  
**MEETING DATE JANUARY 17, 2024**  
**STARTING AT 6:30 P.M.**  
**MEETING AT THE HCEAA BUILDING**  
**17940 STATE ROAD 55**  
**BAKER, WV**

**AGENDA:**

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES—NOVEMBER 2023 MEETING
- TREASURER'S REPORT

**OLD BUSINESS:**

- BUILDING, EQUIPMENT/VEHICLE
- WARDENSVILLE, HCEAA, WEST HARDY EMERGENCY MEDICAL SERVICES, 9-1-1 CENTER UPDATES
- TRAINING
- AUDIT UPDATE
- UPDATE ON CO. 1 POLICY

**NEW BUSINESS:**

- COUNTY COMMISSION MEETING
  - APPROVAL TO PAY INVOICES
  - COMMENTS—BOARD MEMBERS AND EMPLOYEES
  - PUBLIC COMMENTS
  - PERSONNEL
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- NEXT MEETING DATE, FEBRUARY 14, 2024 AT 6:30 P.M., AT THE HARDY COUNTY 9-1-1 CENTER, 157 FREEDOM WAY, MOOREFIELD, WV

**MEETING NOTICE**

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**REGULAR MEETING**

**WEDNESDAY, JANUARY 17, 2024**

**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, JANUARY 17, 2024, AT 6:30 P.M. AT THE HCEAA BUILDING, 17940 STATE ROAD 55, BAKER, WV.** THE MEETING WILL BE TO 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

January 17, 2024

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

**Guests:** Becky Fisher and Tom Walker from Wardensville Rescue Squad, Billie Jo Biddle and David Pratt from the West Hardy Emergency Medical Service; Steve Pendleton, Moorefield Examiner, Travis Park and Caleb Nelson, HCEAA employees.

The meeting was called to order by Paul at 6:30 p.m. The Pledge of Allegiance and a prayer followed.

### Minutes

Jean moved and Tim seconded a motion to approve the minutes of the Nov. 8, 2023 meeting as presented. The motion was approved. There was no meeting in December 2023.

### Treasurer's Report

Executive Director Derek Alt provided the treasurer's report as of January 1.

Total Expenses for November	\$117,545.56
Total Revenue for November	\$100,192.68
Income from Fee	\$ 65,000.00
Income from Services	\$ 34,299.52
Other Income	\$ 893.16
Total Expenses for December	\$123,185.16
Total Revenue for December	\$ 97,244.16
Income from Fee	\$ 65,000.00
Income from Services	\$ 32,004.16
Other Income	\$ 240.00

Current Checking Account \$ 916.31  
Current Savings Account \$ 29,862.42

### Old Business

#### Building/Grounds

Derek reported they are in the process of repurposing the office space left by E. A. Hawse departure. They have moved the supply room to be more accessible and the weight room out of the garage bay.

#### Equipment

The cot for 373 has still not been repaired. Incorrect parts were sent twice.

## **Vehicles**

371/372/373/376 - all in service. Nothing to report.

383 - in service. Nothing to report.

Serv3/Argo - in service. Nothing to report.

## **Calls for Service**

Paul reported the following calls for service:

November

West Hardy EMS	105
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HCEAA	72
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Wardensville	24
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December

West Hardy EMS	127
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HCEAA	87
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Wardensville	36
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Paul also reported 911 Center is fully staffed.

## **Training**

There is no training currently scheduled.

Dave Pratt will advise training schedule when completed.

Fran requested two First Aide trainings during the year.

## **Audit Update**

Nathan reported the auditors have started the audit for FY2022. FY2023 will follow. The audit is being done online.

## **Update on Company 1 - Wardensville**

Derek reported there is a good working relationship, although HCEAA has seen an increase in personnel costs, and a decrease of transports per month. Not including the personnel costs, the loss is approximately \$4,000 per month. We are paying to provide staffing while cutting into revenues, Derek said.

## **New Business**

### **County Commission**

The County Commission requested a review of how other counties were distributing the state's Salary Enhancement Fund.

Nathan reported Mineral County will distribute funds based on call percentage - a flat pay increase. Dave Pratt commented that every agency in Mineral County got a flat amount.

Hampshire County is not sure how they will disperse the funds.

Commissioner Schetrom said the county receive approximately \$20,000 for Crisis Response.

The County Commission should disperse money to the agencies.

## **Invoices**

Derek reported expenditures for November and December.

Tim moved and Fran seconded a motion to approve payment of invoices. The motion was approved.

## **Comments**

Derek reported the HCEAA website is live. All minutes from 2013 that could be located have been uploaded.

Derek provided an 18-month report on budget considerations for FY 2025, which begins July 1, 2024. The report address three challenges - Staffing, Covering Wardensville, Future Revenue and Expenditures

Staffing is a challenge because part-time employees meet their maximum of 1040 hours near the end of the year. If they work more than that, they are eligible for benefits.

The challenges of covering Wardensville were discussed earlier.

The HCEAA is operating at a steady deficit. Costs have continued to increase, but reimbursements are decreasing. The allocation to HCEAA from the fee has not increased. The fee amount has not increased since it was implemented in 2013.

Billie Jo Biddle commented on the unfair distribution of fee funds. West Hardy EMS receives a stipend from HCEAA, and HCEAA covers the cost of oxygen and heart monitor maintenance. WHEMS receives nothing from the Emergency Ambulance Fee. Billie Jo requested a meeting to discuss all three agencies working together to solve funding issues.

Dr. Tim Thorne, agreed costs for medical supplies are increasing while reimbursements from Medicare/Medicaid and private insurance are decreasing.

Jean requested a breakdown of calls for service, include signed refusals, assists, billing and reimbursements. Nathan provided the list for FY2023 and 2024 YTD.

The next meeting will be held on Wednesday, Feb. 14 at the 911 Center in Moorefield. The meeting will begin at 6:30 p.m.

Jean moved and Tim seconded a motion to adjourn at 7:40 p.m.

Respectfully submitted  
Jean Flanagan, Secretary

DATE Jan. 17, 2024

SIGN-IN SHEET

Name	Representing	E-Mail
Jean Domingo	HCEAA	
Tim Thorne	HCEAA	
Betsy Fisher	WVES	
Tom Weber	WVES	
Derek Alt	HCEAA	
Matthew Burns	HCEAA	
Paul Lewis	HCEAA	
Travis Park	HCEAA	
Steven Seltman	HCE Commission	
Frank Webster	HCEAA	
Steve Palletta	Stamper	
David Ford	WVES	
Bobby Bell	WVES	
Caleb Nelson	HCEAA	