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HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY	grit e
MEETING DATE OCTOBER 23, 2013 STARTING 7:00 PM	
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MEETING MINUTES OF THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

The meeting of the Ambulance Authority was held in the RRT (Hazmat Building) on Emergency Lane in Moorefield on October 23, 2013 at 7pm.

Present:

Greg Greenwalt

Julian Hott

Ted Garrett

Paul Lewis

Alex Santana

J.R. Keplinger

Tim Ramsey

Grady Bradfield

Ron Crites

Andrew Funk

David Pratt

Craig Strawderman

Harry Shockey

Absent:

Dr. Jerry Hahn

Mary Fishel

Call to Order/Welcome/Approval of Minutes:

Greg Greenwalt called the meeting to order at 7pm. It was determined that a quorum of members was presented to open the meeting. Meeting minutes of the 10/09/13 meeting were approved with corrections, motion by Grady Bradfield second by Harry Shockey. (Passed)

Treasurer's Report:

Treasurer Tim Ramsey reported checking account balance of \$115,446.79. Motion by Ted Garrett second by Craig Strawderman. (Passed)

Committee Reports:

Personnel Committee met to review applications. There were 8 total applicants, 1 did not meet the qualifications and was therefore not considered any further. There will be interviews scheduled.

Old Business

• Building/Equipment/Vehicle Update - Greg Greenwalt reports that as of today the waterline is being worked on and should be finished tomorrow. The stoves were looked at and possibly had an odor of gas emanating from them. There is a company coming Friday to do a pressure test on the system. The security key FOBs are now workable. Mr.

Greenwalt requests a list of personnel who need access to the building. Mr. Greenwalt stated that he would like to have the HCEAA ambulances off of the lease with Wardensville and in the Baker building by the first of the month. He also stated that if the MBVFC did not have heat in the Baker station that the Baker building could be used to house some of their apparatuses. Craig Strawderman asked once the ambulances were on the HCEAA's insurance, what would be the restrictions on the volunteers from different agencies driving those ambulances. Mr. Greenwalt stated that he discussed that with the insurance company and the West Virginia state insurance law states that the insurance is with the vehicle not the driver. It was also discussed that 179 has not been serviced as previously thought and is still having an exhaust leak issue.

- Wardensville/Mathias-Baker/Fraley's Update Craig Strawderman states that they have been responding to calls, there was one incident where Fraley's had started out but was placed back in service. Mr. Strawderman asks what the intention for the HCEAA units are, because there are some logistical issues that have come about but have been addressed. It is the intention of HCEAA that the ambulances come off on Wardensville's license and on to the HCEAA's. They are going to be housed at the HCEAA Station in Baker. There was some discussion about the usage of the drug boxes by the HCEAA Paramedics.
- Dave Pratt reports that from October 1st to the 22nd Fraley's Ambulance has run 64 calls 38 transports, 22 non-transports, 2 fire calls, and 2 mutual aid calls. Greg states that he spoke with Jay Fraley who had a concern about their number of non-transports and about where the HCEAA Paramedics will be stationed at. Mr. Greenwalt stated that the number of Paramedics that the HCEAA could afford to hire would affect where and when they would be stationed.
- Greg Greenwalt read a letter sent by Mary Fishel in her absence. It contained draft mutual
 aid agreements. It also stated that Wardensville's second squad is in service and that to her
 knowledge Wardensville have been meeting their call requirements.
- Mutual Aid Agreements Will be looked at and given to the HCEAA attorney for review.
- New Budget Mr. Greenwalt reports that as of today the county has received \$79,460 in collected EMS Fee funds. Budget Committee has not met yet.
- **Job Posting** The ad for the Paramedic position has been run twice in the Moorefield Examiner and has been taken to Rose Helmick to be placed on the HCEAA website. It was decided that the ending date should be November 8th.

New Business

• 10-15-13 Hardy County Commission Report – Greg Greenwalt reports that he gave his report to the County Commission. The fee structure and the billing was discussed and the County Commission has indicated that the HCEAA needs to hire part-time office person for the purposes of collecting the money for the EMS fee. There was also a group of landlords that appeared before the commission and petitioned the commission to modify the ordinance to allow for the bills to go to the individual renters instead of landlords. The County Commission did make the requested changes to the ordinance. It was discussed how that could pose a problem with the collecting of the fee. It was discussed that the lease for the Baker building was brought up again, and that Commissioner Teets had agreed to come to a HCEAA meeting to discuss the lease but never did. At the 10-15-13 Commissioner Meeting, Commissioner Teets stated he thought the lease should stay as is in case the

HCEAA could no longer provide service and another agency would need to be brought in. Grady Bradfield states he was very upset by Commissioner Teets not keeping his word to attend the previous HCEAA meeting. Alex Santana stated that he had heard that Star City is possibly having some financial issues and he believes they may not be available in the future to be brought in to provide service if needed.

- Approval to Pay Invoices \$1605.48 for fuel, \$68.40 for the Moorefield Examiner for the job posting ads, \$410.00 for Pulmonary Associates for oxygen rentals, \$132.21 to Fraley's Ambulance Service for fuel reimbursement for calls run on the eastern side of the county. Motion to pay invoices by Paul Lewis, second by Craig Strawderman (Passed). Andrew Funk asked if the fuel reimbursement for Fraley's would continue now that Mathias-Baker Volunteer Fire Company was providing EMS, and if so would the HCEAA also be reimbursing Mathias-Baker for fuel if they had to respond to a call in Wardensville's area. Craig Strawderman states that he thought the reimbursement of Fraley's should stand for now to avoid any issues coming about from them possibly having to come to the eastern side of the county for calls. It was discussed that since the Mathias-Baker Volunteer Fire Company has begun providing EMS, the need for Fraley's to respond to the eastern side has decreased drastically.
- Exoneration/Hardship Applications- Greg Greenwalt states that the code states that the HCEAA will review the exoneration and hardship applications. The prosecuting attorney gave to opinion that we cannot completely exonerate anyone from the fee, only offer them payment plans. Mr. Greenwalt and Mr. Garrett went through all the applications and separated them into four categories: Ones requesting exemption for hardship reasons, ones that are a second residence of primary residents already paying the fee on their primary home, ones from non-residents requesting exonerations due to limited time spent at the residence, and ones dealing with the sale of the property since July 1st, 2013. Mr. Greenwalt states that they will work with the Assessor's Office to assess whether the second residences are billable or not. The HCEAA will make the recommendations to County Commission at the next Commission Meeting base on Mr. Greenwalt and Mr. Garrett's recommendations. Motion made by Julian Hott second by Craig Strawderman.
- **Report on Director Applications** Started out with 9 applications, one was a duplicate. One did not meet the qualifications. Set up date for interviews on Saturday November 2nd, 2013 at 1300hrs. Since then, one of the applicants has withdrawn. Any of the board members that would like to participate are welcome to attend.
- HCC Rep. Voting Rights There were questions whether the HCC Rep. J.R. Keplinger should have voting rights, there was a previous motion at a previous meeting that passed that Commissioner Keplinger should not have voting privileges. Mr. Bradfield states he was one of the ones that suggested that the County Commission have a representative on the HCEAA board but he is strongly opposed to the representative having voting privileges. He states he feels it is a conflict of interest. Alex Santana states that he feels that Mr. Keplinger should have a voting right, he states that there is still a vacant voting position on the Board and that Mr. Keplinger should fill it. Mr. Greenwalt asked Mr. Keplinger if the County Commission Representative on other boards had voting privileges. He stated that they did. After some discussion, Mr. Santana made a motion that Mr. Keplinger have voting rights on the HCEAA Board, second by Tim Ramsey. Further discussion addressed that as a non-voting member

Mr. Keplinger's presence did not count towards establishing a quorum. Mr. Garrett asked Mr. Santana if Berkeley County had a County Commissioner on their Board. Mr. Santana stated that they did and they were a voting member. The motion passed 6 in favor and 4 opposed.

- Other Items The generator at the Baker station has not been fixed yet. Paul Lewis states that one of 911 Center generators needs to be replaced and that the authority may be able to purchase the old generator to replace the one at Baker. Andrew Funk made a motion to have negotiations with Paul Lewis in acquiring the 911 Center generator, second by Ron Crites (Passed). Ron Crites also made the motion to attempt to sell the old generator once another is acquired, second by J.R. Keplinger.
- Paul Lewis discussed that the volunteer companies have many people on their roster who do not run calls. He asked if the companies had anything in their policies to remove inactive people or if they would be kept on the roster. Craig Strawderman states that since they are new to EMS they have not addressed that yet as it pertains to EMS.
- It was discussed about having a meeting between all three EMS agencies, the 911 Center, and the HCEAA to discuss territories and dispatching.

• Next Meeting Date 11-13-2013

President Greg Greenwalt

Secretary Alex Santana

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