

SPECIAL MEETING NOTICE

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

WEDNESDAY, DECEMBER 30, 2020 MEETING NOTICE

AT THE 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 SPECIAL MEETING ON WEDNESDAY, DECEMBER 30, 2020 AT 6:30 P.M. AT THE HCEAA BUILDING. THE MEETING WILL BE TO DISCUSS AND APPROVE 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
SPECIAL MEETING DATE DECEMBER 30, 2020
STARTING AT 6:30 P.M.
MEETING AT THE HCEAA BUILDING
17940 STATE ROAD 55
BAKER, WV**

AGENDA:

- **CALL TO ORDER**
- **FINANCIAL REPORT**
- **PURCHASE OF AMBULANCE**
- **CONTRACT AS A VENDOR FOR COVID TESTING**
- **STAFFING AND PAY**
- **FUNDING**
- **EQUIPMENT PURCHASES**

Hardy County Emergency Ambulance Authority Special Meeting December 30, 2020

Present: Paul Lewis: President, Tim Ramsey: Treasurer, Doug Coffman: Secretary, Fran Welton (By Phone) Derek Alt: HCEAA Executive Director, Nathan Kesner: HCEAA Asst. Director

Absent: Tim Thorne: Vice President; Harold Michael: County Commission Representative; Ron Crites

Guest Present: Jean Flanagan with the Moorefield Examiner; Carmen Rexrode: Medical Director; Tina Todd

President Paul Lewis called meeting to order at 6:52pm

Financial Report:

Derek reports as of today the checking account has \$27,710.53. The savings Account has \$160,205.36. Special Revenue Account has \$318,424.00.

There is an unknown amount of reimbursement through the CARES Act.
A/R balance \$63,000 for Community Testing and \$5,700 from E.A. Hawse

Old Business:

Building, Grounds, Equipment/Vehicle

Building: The flooring project has been resubmitted through the CARES Act. The labor is not covered but the project supplies are.

Vehicles/Commission Meeting: It was suggested that the HCEAA look into the purchase of a new ambulance for use of the reimbursement funds from the CARES Act. Derek recommends using the funding/reimbursement for the ambulance that was approved to order and purchase in October, instead of purchasing another new ambulance. This will keep the Authority from incurring the cost of an annual payment and helps meet t obligations under the CARES Act.

Motion made by Fran to use reimbursement/funding through the CARES Act for the ambulance purchase that was approved for in October's meeting. Tim Ramsey Seconds.
Motion carries

Contract as Vendor for COVID Testing

HCEAA is in need of approval to go into a contract with the state as a vendor for the Community Testing. Reimbursement for a testing site is a minimum of \$1250.00 with an additional \$25.00/test.

Motion made by Fran for approval to enter into contract with the State for COVID testing, Doug seconds. Motion carries

Equipment: HCEAA has purchased 8 Papr's (Power Air Purifier) for the county. 4 are for HCEAA and 4 are with Fraley's Ambulance Service. An additional 20 hoods were purchased, so they will not be sharing.

Also purchased P100 mask which are currently cheaper than the N95 mask. Filter's for the P100's last a long time.

Total cost for the Papr's and the P100 mask \$11,502.99, which reimbursable through the CARES Act.

UV lights have been ordered with a cost of \$639.98.

Fran makes motion to approve the purchase of the Papr's, P100 mask and the UV lights, Tim Ramsey seconds. Motion carries

Staffing and Pay

Per the letter sent earlier this month, HCEAA has added a second EMS crew to staff the Baker station. This was done after Derek was informed that Fraley's Ambulance Service was unable to guarantee support to the East Side of the county, due to staffing concerns caused by the virus and with the increasing uncertainty of a response from Company 1.

Fran makes motion to approve the addition of the second EMS crew, Doug seconds. Motion carries

Additional staffing required for Community Testing and COVID response team for E.A. Hawse nursing and rehab. Currently they are running Community Testing sites for Hardy County. E. A. Hawse has requested the assistance of HCEAA for swabbing, IV starts, and transport for GMH for infusions. As requirements grew the need arose for the hiring of temporary staffing.

The pay scale was changed to an across-the-board rate of \$30/ hr. with Derek and Nathan being left at the 1.5 rate.

Fran makes motion for the approval of hiring temporary staffing and approval of pay scale, Doug seconds. Motion carries

Potential for COVID related incentive

The County Commission has approved an \$800 COVID related incentive for the courthouse employees and parts of the county. Derek recommends doing a \$2 an hour increase in pay for EMS employees COVID related incentive. This is not for special assignments this will be for the actual EMS/first responders. This would be considered a COVID pay and subject to monthly approval by the Board for the duration of the pandemic.

Additionally, suggest funds to Fraley's Ambulance Service for the purpose of an incentive to be given to employees, funds subject to audit, in the amount of \$8,000.00

which would be a one-time payment. These funds may not be reimbursable from the CARES Act.

With Wardensville Volunteer Rescue Squad being a volunteer organization, he is unsure of what to do for them as far as an incentive for responders. Suggest this be tabled until a meeting can be arranged with members of Company 1 to discuss.

Fran makes motion to approve \$2/hr. increase in pay for EMS/first responder employee's, Doug seconds. Motion carries

Fran makes motion to approve funds in the amount of a one-time payment of \$8,000.00, subject to audit, to Fraley's Ambulance Service for incentive to be given to employees, Tim Ramsey seconds. Motion Carries

HCEAA Employees did money pull for Jeremy Hottinger, whose mother passed away due to Covid. She was cremated. Doug states he will be happy to donate a gift card for the Ka Ka Pon restaurant. Tina Todd will speak to the owner of Mullin's 1847 Restaurant for a donated gift card.

Motion to adjourn meeting by Fran, second by Doug, Motion carries

Next meeting: January 13th, 2021 6:30pm at the Baker building.

Meeting Minutes prepared by Tina Todd.

Special Meeting

HCEAA BOARD MEETING
SIGN IN SHEET

DATE: December 20, 20

| NAME (PLEASE PRINT) | REPRESENTING |
|---------------------|---------------------|
| Paul R. Lewis | HCEAA |
| Jean Filanigan | Moosefield Examiner |
| Derek M. | HCEAA |
| William M. Miller | HRBA |
| Derek AIT | HCEAA |
| Tina Todd | HCEAA Minutes Taker |
| Tom Ramsey | HCEAA |
| Carmen Rexrode | Medical Director |
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