

DIET
LISA
DREW
Brianna
JEFF
Crystal
Ed Miller

~~Key to Douglas ministry we have had
Coats are back - Thank Trustees~~

58459 mg
14000 mg

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING DATE MARCH 11, 2015
STARTING 7:00 PM

HELD AT THE HCEAA AMBULANCE BUILDING, 17940 STATE RD 55, BAKER WV

~~Greg will be only - no work~~

AGENDA:

- ✓ 1. CALL TO ORDER/ROLL CALL
- ✓ 2. APPROVE 2-11-2015 MINUTES
- ✓ 3. TREASURER'S REPORT
- ✓ 4. COMMITTEE REPORTS
- ✓ 5. SPECIAL REPORT(S)

8 members - need 5
George
Hannah
Mary
Tim

John
Tony
Harry
J
David

OLD BUSINESS:

- ✓ A. BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- ✓ B. FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CENTER, UPDATE
- ✓ C. SHIRTS, COATS, PROTECTIVE CLOTHING
- ✓ D. PART & FULL TIME EMPLOYMENT - Request & state Joy
- ✓ E. DRUG/EQUIPMENT INVENTORY REPORT
- ✓ F. GRANT APPLICATION
- ✓ G. TRAINING
- ✓ H. PER CALL REPORT/PAYMENTS
- ✓ I. FUTURE DIRECTION OF THE HCEAA

7. NEW BUSINESS:

- ✓ A. COUNTY COMMISSION/COURT REPORT
- B. EXECUTIVE SESSION, PERSONAL
- C. APPOINTMENT OF NEW OFFICERS
- D. ~~LISA O'LEAY, DEREK ALT COMMENTS/QUESTIONS~~
- E. ~~WV CORP INSURANCE - working Corp - permanent~~
- ✓ F. APPROVAL TO PAY INVOICES
- ✓ G. SHORT PUBLIC COMMENTS
- H. NEXT MEETING DATE, APRIL 8, 2015, LOCATION TO BE DECIDED

NO FEE
for USH approval

Approved \$20,000 - Emergency money
next meeting April 7th
Terms do not continue

~~Ed Miller Group for services
Rental Garage - Parts Garage
671 Park Bay
Thank you letter to Board President
Flag key to Park
Rental, April 8 meeting 3-1~~

OFF
Terry
Julian Hoff
Craig Spaulding
Paul Lewis
Andrew Pugh
Greg Gorman
+ Alex Santoro

$$\begin{array}{r} 120 \\ 108 \\ \hline 12 \end{array}$$

12 Hour Day - 6 to 6 - 6 DAY
 18 Hour Day - 6 to 12 - 6 DAY
 18X

$$108 \text{ hrs} \div 3 = 36 \text{ days}$$

Gene McCoull

National Student Life Center
 For EMS
 1975 Plus Out

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

P. O. BOX 671

MOOREFIELD, WV 26836

The regular board meeting of the Hardy County Emergency Ambulance Authority was held at the Baker Building in Baker, WV on March 11, 2015.

Members Present:

Ron Crites
Dave Pratt
Tim Ramsey

J. R. Keplinger
George Crump
Mary Fishel

Non-member Greg Greenwalt was asked to chair the meeting and non-member Paul Lewis was asked to take the minutes.

The meeting was called to order at 7:20 p.m. It was noted that a quorum was present based on the current member list.

There are currently eight members that are active on the Hardy County Emergency Ambulance Authority. The County Commission did not reappoint any members to the board and there is only one officer active on the board. Tim Ramsey is the only officer left on the board.

Greg Greenwalt read a letter from Teddy Garrett who is resigning as a member of the board due to health issues. The letter is dated March 11, 2015 and is effective immediately.

Approval of February 11, 2015 Minutes—Dave Pratt moved to accept the minutes from the February 11 meeting. Seconded by George Crump. (passed).

Treasurer's report—Tim Ramsey reported that the balance in the checking account was \$22,236.70. George Crump moved to accept the treasurer's report. Seconded by Ron Crites. (passed).

Committee Reports—None

Special Reports—None

Old Business:

Building/equipment/Vehicle/Supplies Updates—Greg Greenwalt discussed with Greg Ely and Ed from maintenance about spraying the building for bugs and spiders. County gave the authority a new US Flag to put up. We will also be getting a new WV Flag. Ron and Teddy made

preparations for taking the vehicle that needs exhaust leak fix on it. They are planning to pick up the vehicle next week. They will coordinate this with Lisa. It was noted that Unit 32 needs the oil changed in it.

Dave Pratt said that he had the drugs that were left that weren't needed and were in excess of the authority's needs if anyone wants to purchase any of them. Fraley's Ambulance Service has purchased some of the drugs and what is left are some that they didn't need. Fraley's paid based on the price that the ambulance authority was charged for them. Fraley's paid \$169.32 for the ones that took.

Fraley's/Wardensville/Mathias-Baker, & 9-1-1 Center Updates—Dave Pratt reported that Fraley's has been extremely busy this past week. Several times there were over on the east side of the county helping with coverage. Mary reported that Wardensville is still meeting calls on the weekends and evenings. No drivers or providers during the day time. Mathias-Baker—no report. It was reported that the majority of the calls for Mathias-Baker were being handle when they have a call, but no help if they have a second call and they have to depend on Fraley's.

Members discussed the dual alert for calls, but no action was taken.

Pre-Call Payments—for February 2015: Fraley's had 115, Mathias-Baker had 65 and Wardensville had 31. The HCEAA medics assisted with 55 calls.

Employment—The County Commission spoke to the Governor's representative at their regular meeting to see if the process could be sped up for Bradley Gray's WV Licenses.

Drug/Equipment Inventory Report—No report from Derek Alt.

Grant Application—Rose Helmick as of yesterday was trying to finalize the application for 1 and ¼ vehicle. The application looks good and not sure about the ¼ part.

Training—George Crump said that training is going to be offered at the Escape Conference on Mary 1 & 2 at Canaan Valley Resort. Dave Pratt is doing an EMT Class now and has 12 in the class. The class started out with 15. There is also a class being taught by Valley Medical in Romney.

Cost Savings Idea's—Mary Fishel discussed with the group that they will not charge the \$20 when they are using a county medic. Wardensville has only used a county medic four times last month. Members discussed the per call payments. Mary Fishel moved that when a company uses a county medic except Jeff for Wardensville, that we do not charge the HCEAA the \$20 per call on those calls. Motion seconded by George Crump. Mary amended the motion that this be a policy for the HCEAA Medics. George Crump seconded the amended motion. (passed by all those present).

New Business:

County Commission/Court Report—It may be up to September before a ruling is done if then on the court case. The County Commission was given a report of what the costs would be to finish out by the end of June. \$20,000 was approved in a discretionary account for the County Clerk to disburse. It was discussed with the Prosecuting Attorney about members being continued on the authority without a new appointment by the County Commission. He ruled that they cannot be extended when their terms run out unless they are reappointed.

Budget Estimate 2015-2016—Nothing to report.

Approval to Pay Invoices—WV Worker's Compensation which is due April 1, 2015 needs to be approved. Tim Ramsey moved to pay the invoice. Motion seconded by Dave Pratt. (passed). Steve Rawlings was sent an estimate of next year's budget and what has been spent before.

Lisa O'Leary, Kaylie Mongold, Derek Alt—Kaylie Mongold is no longer working for the HCEAA. She is currently working for the Parks & Rec Department. We still need to redirect phone calls to someone. Planning Office is currently taking the calls. She is willing to take messages and names for call backs. Bradley Gray talked to the group about CPR training for the whole community. He wants to get everyone involved in learning to do CPR. Commissioner Keplinger thanked everyone for their efforts on the board. Some people out there do appreciate the work that the HCEAA members have done.

Member discussed the by-laws and state code regarding officers. The HCEAA needs to elect a president, vice president and secretary. Currently the only officer filled is the treasurer. No one wanted the offices and Tim Ramsey was directed to send a letter noting this to the County Commission for their next meeting. Without any officers it is hard for the authority to do any business. The checking account requires two signatures. There needs to be at least more than one legal officer. JR Keplinger moved to have Paul Lewis approved as the corresponding secretary. Motion was seconded by Ron Crites. Paul noted that his signature was not on the checking account and couldn't sign the checks.

JR Keplinger moved to have Greg Greenwalt temporary serve as corresponding secretary to be able to sign check. Mary Fishel seconded the motion. (passed). Greg Greenwalt noted that a resolution would have to go to the bank showing the approval of his position as corresponding secretary.

Short Public Comments--None

JR Keplinger asked to go into executive session. George Crump made a motion to go into Executive Session. Motion was seconded by Tim Ramsey. (passed).

Dave Pratt moved to come out of Executive Session. George Crump seconded the motion. (passed).

Following a discussion, a motion was made by Tim Ramsey to change the work schedule of the HCEAA Medics to 6 days a week, Monday through Saturday with a total of 12 hours per day. No Medic is to exceed 36 hours per week. The schedule is to be set by Medic Lisa O'Leary for each week. Medic Bradley Gray, until he receives his WV State Medic License, will only be allowed to work 24 hours per week with his schedule set by Medic O'Leary. Once Medic Gray has his WV License, the HCEAA will have three full time and three part time medics on its roster. The schedule for the HCEAA medics will change to sixteen hours per day, seven days per week with again the schedule set by medic O'Leary. It is the intent that in no case will the time per medic exceed forty hours per week. This motion was seconded by JR Keplinger. (passed).

The board discussed the need to have a meeting with the HCEAA Board, the Medics, 9-1-1 and the responding units of Wardensville, Fraley's and Mathias/Baker to inform each of the new procedures of operations. The tentative date of the meeting was set for March 20, 2015 with the location to be decided.

With no other action taken, a motion to adjourn was made by George Crump. Motion was seconded by Dave Pratt. (passed).

Paul R. Rews
Staff Secretary

Hardy County OEM/E911

From: Greg Greenwalt <ggreenwalt@hardynet.com>
Sent: Friday, March 13, 2015 8:55 AM
To: PAUL LEWIS
Subject: HCEAA LETTER

PAUL, I SENT THIS TO TIM AND THE BOARD FOR THEM TO LOOK AT AND THEY APPROVED IT SO I THINK ITS GOOD TO GO.

GREG

HCEAA
3-11-15

MOTION GEORGE CRUMP TO GO INTO EXECUTIVE SESSION, SECOND BY TIM RAMSEY, PASSED.

MOTION DAVE PRATT TO GO OUT OF EXECUTIVE SESSION, SECOND BY GEORGE CRUMP, PASSED.

FOLLOWING DISCUSSION, A MOTION WAS MADE BY TIM RAMSEY TO CHANGE THE WORK SCHEDULE OF THE HCEAA MEDICS TO 6 DAYS A WEEK, MONDAY THROUGH SATURDAY WITH A TOTAL OF 12 HOURS PER DAY. NO MEDIC IS TO EXCEED 36 HOURS PER WEEK. THE SCHEDULE IS TO BE SET BY MEDIC LISA O'LEARY FOR EACH WEEK. MEDIC BRADLEY GRAY, UNTIL HE RECEIVES HIS WV STATE MEDIC LICENSE, WILL ONLY BE ALLOWED TO WORK 24 HOURS PER WEEK WITH HIS SCHEDULE SET BY MEDIC O'LEARY. ONCE MEDIC GRAY HAS HIS WV LICENSE THE HCEAA WILL HAVE THREE FULL TIME AND THREE PART TIME MEDICS ON IT'S ROSTER. THE SCHEDULE FOR THE HCEAA MEDICS WILL CHANGE TO SIXTEEN HOURS PER DAY, SEVEN DAYS PER WEEK WITH AGAIN THE SCHEDULE SET BY MEDIC O'LEARY. IT IS THE INTENT THAT IN NO CASE WILL THE TIME PER MEDIC EXCEED FORTY HOURS PER WEEK. THIS MOTION WAS SECOND BY JR KEPLINGER AND PASSED.

THE BOARD DISCUSSED THE NEED TO HAVE A MEETING WITH THE HCEAA BOARD, THE MEDICS, 911 AND THE RESPONDING UNITS OF WARDENSVILLE, MATHIAS-BAKER, AND FRALEYS TO INFORM EACH OF THE NEW PROCEDURES OF OPERATION. THE TENTATIVE DATE OF THE MEETING WAS SET FOR MARCH 20TH AT 1:00 PM. WITH THE LOCATION TO BE DECIDED.

WITH NO OTHER ACTION TAKEN, A MOTION TO ADJOIN WAS MADE BY GEORGE CRUMP SECOND BY DAVE PRATT AND PASSED.



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