

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE JANUARY 16, 2018
STARTING AT 6:30 P.M.
MEETING AT HCEAA BUILDING,
SR. 55, BAKER, WV**

AGENDA:

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES
- TREASURER'S REPORT
- COMMITTEE REPORT

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CENTER UPDATES
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT
- FINANCING FOR VEHICLE AND EQUIPMENT
- RETIREMENT PROGRAM FOR EMPLOYEES
- BY-LAW CHANGES AND APPROVAL

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - APPROVAL TO PAY INVOICE
 - CONFLICT OF INTEREST POLICY APPROVAL
 - GRANTS
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
- **NEXT MEETING DATE, FEBRUARY 21, 2018, LOCATION TO BE AT MOOREFIELD, WV**

Hardy County Emergency Ambulance Authority

January 16, 2018

Present: Paul Lewis: President, George Crump: Vice President, Tim Ramsey: Treasurer, JR Keplinger: County Commission Representative, Ron Crites, Bill Collins, Derek Alt: HCEAA Executive Director, HCEAA Executive Secretary: Tina Todd

5 guest Present: including 1 employee with HCEAA, Including 1 from Fraley's Ambulance Service, 1 with Moorefield Examiner, 2 Citizen's

President Paul Lewis called the meeting to order at 7:00 PM followed by the Pledge of Allegiance and Prayer by Vice President George Crump.

George made motion to accept December meeting minutes with minor corrections Bill 2nds

Treasurer Report:

Current balance of \$16,865.33

Old Business:

Building, Equipment/Vehicle, supplies update

Building: Derek reports there is an issue with the Men's room. Backed up the day before, County guy will be coming out tomorrow to run a snake down the drain. Spent a good bit on fuel last month, believed it was cold but not that cold. When the previous heating company was out, mechanic said it was really hot up in the attic, so might be losing heat through ceiling. West Fall coming within next few days to look into.

Equipment: All the equipment we ordered is in and sitting out in the main room. Waiting on Physio to set up In Service.

Supplies: nothing to report

Vehicles: 376 has been repaired after a month of being out of service.

New Unit is currently in Morgantown getting lettered and brush guard. Should have here in a week or two. Looking to have up and running by the middle of February.

Stryker equipment is not here, the Physio equipment is here. Stryker equipment consist of the cots and stair chairs.

Calls for November: Fraley 120

HCEAA 50

Wardensville 18

911 Center – No updates

Training – Medic class currently underway, and EMT class should be starting in the near future through Pantera. George reports he believes Mary is to begin an EMT class possibly in June.

Drugs/Equipment Inventory: nothing to report.

Financing Options for Ambulance:

Information back from all the banks except for one and doesn't believe it will beat the price from before, does not have information back from Grant Co. Bank. Partner's First cannot do commercial loans. Received pricing from Summit and Pendleton. Capon Valley needs a resolution from the County Commission similar to what the RDA had. The County Commissioner's cannot provide a resolution to back a loan for an extended period of time. JR states it would consist of the shortest term of the elected official, which at any one time could be a year.

The pricing received from the bank was higher than Osage (Republic First National), which was 3.09 for 5 years. One Bank gave 4.99 for 5 years and another for 3.99 for 5 years, does not anticipate finding anything better. In previous meeting received approval unless lower pricing was found than Osage to go ahead with the paperwork.

Retirement Program for Employees:

Bill Collins presenting, providing handout. The plan of choice is the West Virginia retirement program. There is a special program for EMS workers, other plans include Teachers, Deputy Sheriffs, Troopers, firefighters and Public Employees. There are 494 active employees in the EMS plan and currently offering 3.5 to 4%.

The need here, the Authority promised we would have a retirement program. Local Counties that currently have this are Jefferson, Berkley & Grant. Maybe Tucker and Hampshire if they get their ordinance passed. Cost for full time active employee 8½ % of their salary and Authority puts in 10½ %. The County employees 4 ½ and the county 11%. The rates are set by statue, our cost is approximately \$41,000 an average salary, about \$34,000 a year. Depends on how many sign up and whether the Grant County employees stay with Grant and/ or with Hardy. Derek believes they are mandated to stay with Grant as Grant is mandated to have it. Price is approximately \$23K to \$35K a year for our HCEAA staff.

If the Authority selects to join, do the full time Paramedics and EMT's have to join the retirement plan. Bill has a call in to find out whether it is true or not?

Who will administrate the whole process, completing of all forms, billing, signing everyone up, monthly reports?

Bill request an intent to implement this plan to move forward with this, pending next month's budget discussion.

Tim motions to proceed with the retirement program after next month's budget meeting, JR 2nds.

Will this be the plan we are going to go with?

This is the preferred plan by the employees. Of course, there is the 401K, Investment plans that are less expensive.

Need to be mindful of how much it is going to cost us. We've spent for the ambulance and equipment and they want to make sure the money is there before we make a final decision.

By-Law Changes and Approval

George provided a copy of the amended By-Laws. There are a few typo's that need to be correct, request that everyone review and bring changes to the next meeting. There are 2 new sections that are required for non-profit organizations. You need to have a Notice of Intent and a Dissolution, what would happen if we were to dissolve. Sections three and four are new, request that those are reviewed carefully by everyone. Corrections can be emailed to him.

Conflict of Interest Policy

This is not required but is strongly suggested and is directly from the IRS code, placed on the bottom of the last page. Taken word for word from the 1043 instructions of the IRS code of what is to be considered as a Conflict of Interest. One thing that it does state, is that not only should you abstain from voting but you should leave the room. Paul to get copy to Lucas for review.

Federal supersedes unless the State was more specific.

New Business

County Commission update – Not really much from the County Commission meeting, they did discuss the levy and what we were looking at, basing it on a five year period. It would have to last for 5 years and if they did not have enough money coming in over a five year period then the commission would have to add on top of that a fee which is not what they want to do. They have backed off that for the time being. So, for the next year it is still going to be billing, exonerations and paperwork.

Upcoming budget meeting has been moved to the 21st, due to the next meeting date falling on Valentine's day. It will be advertised in the paper. Derek is working on that budget. Will probably have more line items and breakdown will be a little different.

Money coming in will not be much different, so what the budget was this year will be almost identical next year. Billing for the businesses showing unpaid \$20,640 and paid is \$11,520. But the report is incomplete. But do not expect too much more to come in from the businesses.

We have collected over \$300,000 and expects a big surge of payments in March in April due to income taxes. We have been getting money in from the collections, but have had to waive late fees for many who have stated they never received the statement.

Collections is really going to help, because now the people know when the statement is received that if they do not pay it will be going to collections. Some coming in is better than nothing, it has woken up many. It has brought the attention to a lot of people.

Approval to pay invoices:

2nd Quarter Stipend to Fraley's & Wardensville, Rented Ambulance, Water Bill
IRS changed us from Monthly to Bi-weekly and is based on payroll, which was \$14,000
Tim motions approval to pay invoices, George 2nds.

Grants – Nothing to report, Fire grants are thought to open in February

Board Comments – None

Public Comments & Questions

What is the actual rate that you are losing on the collections? And do you have an Amnesty day each year without penalties and they have to pay on a certain day? They have until March 31st, to pay without a penalty. Not sure what the percentage is, contract was not available, believes we receive 8 – 10% and the collection company receives the remainder. The collection company is being used by Berkley County and 3-4 other counties in the area. Doesn't mean we have to stay with them, but this was more or less a wake-up call for some. The board looked at it as we did not have the expertise that they do and we felt if we got something it was better than nothing.

By statute are you allowed to pursue to the court to get a judgement or is this a case of if you go to the Collection agency and you don't get anything it's dropped. In the state of WV we have to pay a fee to the Magistrates Office to have that files and if they don't collect within so many months and we want to pursue further action we have to pay an additional fee.

What is your terminology between a levy and a fee on the citizens or households on the county? A fee is a strict set fee that the Commissioners do by ordinance and they can set any fee that they want. They came up with \$120 a year. A levy would be based on what they think it would cost to run it, then they would come up with a percentage of your tax base, based on your tax values that each property owner owns and then they will be taxed and it will go on your regular tax bill. Then broken out like the school levy, a separate line item and that would be shifted to the ambulance authority.

The Commissioners are holding off putting the levy on the ballot for now based on some other factors and get a better handle on the cost figures and operations. Approximately 75 – 80% of the residents would pay less with the levy than what they are paying with the fee. The Levy is only good for 5 years and then it would have to be renewed.

Comment from Colin, he was impressed that the board is analyzing the pension option, it is a healthy discussion that a lot of boards do not do. For the board to put that up and say we need to do more research to him as a taxpayer we are doing due diligence. If you only go for one and do not look at other options it can dis-concerning in the private industry. He commends us for opening up the discussion for it.

Paul request Colin to provide background. Colin is from Scotland, worked for the British Government and served in Army Intelligence. Moved to the US and worked for the British Embassy, set up a company for the government, which went from \$1 Million to \$170 Million in 3 years. Moved to Warrenton, VA set up Hardware business. Went to George Washington Med School and received a degree in Emergency Medicine. Found a house on Honeymoon Hollow Rd, moved in, in October 2017. Has a company in Texas that does operating finance, budgets, business analysis, 401K's, pension plan analysis, bank analysis. Derek suggested Colin could be a paramedic again, but neglected to tell Colin it takes 15-20 minutes to go 6 miles. He is slowly getting established, getting his business going and going around the community, meeting people. He is setting up a training program for businesses, it will be called Shopper focus. Focuses on certain things, short courses, different tiers, different levels. Going to offer some free to businesses in the county. Going to speak with Eastern WV Community & Technical College due to having some credentials in the teaching world. He came tonight to meet everyone, to

see how the meetings go and he is slowly learning about the HCEAA. He thinks Derek is doing an outstanding job, from what he has seen and listening to what people say, Derek is a First Class leader.


I can see how it is challenging running out here, to provide the level of care people expect, but they are unable or unwilling to pay for it. That is going to be a major problem going forward. Forcing people to pay an ambulance fee sucks and I can see how its difficult for you. You do not have enough volunteers, which is happening everywhere.

Derek needs the board to complete a resolution for section 125 so we can get the supplemental insurances. It is allowing for pretax medical insurance, life, health, dental. It allows that dollar figure to come off the top before it gets taxed.

Tim makes motion for resolution George seconds.

Next meeting February 21st at 6:30pm, 911 Center located in Moorefield

Motion to Adjourn by George and Ron 2nds

Minutes prepared by Tina Todd, HCEAA Executive Secretary 

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

JANUARY 2018 MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **HARDY COUNTY EMERGENCY AMBULANCE BUILDING, BAKER, WV, ON JANUARY 16, 2018, STARTING AT 6:30 P.M.** 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, MAKE DECISIONS AND TAKE OFFICIAL ACTION ON MATTERS SCHEDULED ON THE MEETING AGENDA.

A COPY OF THE MEETING AGENDA IS 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.

