

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

TUESDAY, JANUARY 7, 2020 MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING ON **TUESDAY, JANUARY 7, 2020 AT THE HCEAA BUILDING, BAKER, WV, 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 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
MEETING DATE TUESDAY, JANUARY 7, 2020
STARTING AT 6:30 P.M.
MEETING AT THE HCEAA BUILDING,
17940 SR 55, BAKER, WV 26801**

AGENDA:

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES FROM NOVEMBER MEETING
- TREASURER'S REPORT
- COMMITTEE REPORT-ADVISORY COMMITTEE REPORT

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE
- REPAIRS TO VEHICLES
- FRALEY'S, WARDENSVILLE, 911 HCEAA, 9-1-1 CENTER UPDATES
- TRAINING
- RECEIVABLES MANAGEMENT PROGRAM UPDATE
- CONTRACTS FOR WARDENSVILLE RESCUE

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - SALE OF PARTS FROM UNIT 379
 - APPROVAL TO PAY INVOICES
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
- NEXT MEETING DATE, FEBRUARY 12, 2020 LOCATION TO BE AT THE HARDY COUNTY 9-1-1 CENTER, MOOREFIELD, WV 26836

Hardy County Emergency Ambulance Authority

January 15th, 2020

Present: Paul Lewis: President, Tim Thorne: Vice President, Doug Coffman: Secretary, Tim Ramsey: Treasurer, Fran Welton, Ron Crites, Harold Michael: Hardy Co. Commission Representative Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA Accounts Receivable

Absent:

Guest Present: Lon Anderson with the Moorefield Examiner, Nathan Kesner: HCEAA Asst. Director, 2 HCEAA employees, 2 with Wardensville Co. 3

President Paul Lewis called meeting to order at 6:32 pm followed by the Pledge of Allegiance and prayer.

Motion to approve November minutes by Tim Thorne, Fran seconds. Motion carries

Treasurer Report:

Derek reports as of January 1st the Checking account: \$3,555.96, Savings Account: \$209,883.37 and the special revenue (Special fee) \$381,133.08.

Total expenses for the month of November \$80,426.12.

Total expenses for the month of December \$77,7776.48.

Committee Reports:

Advisory Committee:

Have not been able to meet. They are planning to have 1st Responders day again this year but looking at October 24, 2020 possibly at Brighton Park.

Building, Equipment/Vehicle, supplies update

Building: Derek reports there was a large water leak in the woman's bathroom since October. It was not reported to him until January. Contacted the PSD and it was a heavy leak from approximately December 1 until January 1st, therefore a large water bill for December. It has been corrected. That bathroom is used by E.A. Hawse and they had not reported the leak to Derek.

Equipment: Annual payment of \$29,000.00 for the equipment purchased in 2017. Have been arguing with Physio due to the equipment not being serviced. Part of the purchase was a contract to have the equipment serviced.

Vehicles: All units are in service. #379 received 1 bid for the motor and transmission for \$3,300.00. may be going out as soon as tonight, for the removal of parts that were bid on and the replacement of a new chassis.

Motion to approve bid by Ron Crites and Doug seconds. Motion passed

Ambulance Calls:

Calls for October: HCEAA 66 Wardensville 21 Fraley's 91

911 center currently in chaos, due to upgrades to the phone system. Within next month will be replacing the CAD system.

Training:

Derek reports there are a couple of the EMT classes. Working with Nathan up to speed so he can be the trainer of anything they need expect for Paramedic. Will take some time but Nathan is working on it.

Jeremy is certified to do CPR and Basic First Aid. Luke is certified for the Stop the Bleed.

Derek reports it will be another 6 months to a year for his ME certification.

Receivables Program:

Paul reports the Receivables Management program is up in the air. Has been debated for the last 2 to 3 months with the County Commission. County Commission wants to go back to the previous system with GST. If they do decide to move it and hire a new person to answer questions, they are looking at 6 months to a year, to get that person trained on how the billing works. Derek wants to re-iterate the cost of collection is only half of what the line item states. The line item includes the amount for past due collections. The commission just wants to handle the billing, but not the whole kit n kaboodle, which includes the current collections and past due collections, he is not sure what they intend to do about the exemptions. The county commission is technically responsible for the collection of the fee, current and past due. But gave that responsibility to the HCEAA Board 2 years ago. Harold Michael wants it moved back into the courthouse and the County Coordinator to run the receivables program. He wants the responsibility taken away from the Ambulance Authority board.

Discussion:

Doug voices that he gets the feeling that they are insinuating that there was a mistake made by this board or that we made a bad decision. Paul states that is the indication that we are viewing based on how and who we went with on the current and past collections. Doug feels that is only an opinion and it wasn't a rash decision. Paul states due to errors in the billing this past year but when you switch from one computer program to another. Doug states it concerns him because we have an investment here and we either have the responsibility or we don't. He would like to see a break down because he knows they are concerned at the \$35,000.00 line item. Doug states that if you recall there was no plan to even go after delinquent accounts until we did this. Derek states that it was just send it off to a credit collection company, receive only half of the total amount billed and they will not collect after the first year because the balance is not enough. But the HCEAA can collect the delinquent accounts and can collect the entire amount.

Derek filed the first 6 lawsuits yesterday. Each account is approximately \$480.00, and the filing fee is \$25.00 each. Going in alphabetical order and working down the list.

Approval to pay invoices:

Fran makes motion for approval to pay invoices - Tim Thorne, Fran seconds. Motion carries.

County Commission:

The handling of the Accounts Receivable program has been tabled until February meeting.

Personnel Comments:

Derek comments, regarding, the "Home for the Holidays" program, no one was eligible.

February is our annual business meeting. At that time, he will receive budget request and he will submit the annual budget to the board.

Current Charting software is not that user friendly and leaves a lot to be desired at the admin level. Fraley may be going with a different software and company. Looking into different options and would like to discuss more next month.

Derek presents change to policy to Patient Transportation to RMH.

Fran suggest we refer to our legal counsel which will take the responsibility from the provider (EMT/Medic). This policy covers the entire are and it is for emergency not for non-emergency.

Public Comments: None

Motion to enter Executive Session by Doug and Ron seconds, Motion carries.

Motion to leave Executive Session by Tim Thorne and second by Ron Crites.

Motion to make change to section of contract regarding 24/7 by Fran, Tim Thorne seconds. Motion Carries

Motion to adjourn meeting by Doug and second by Ron.

Next meeting, February 12th at 6:30pm, at the Baker building.

Meeting Minutes prepared by Tina Todd, HCEAA Accounts Receivable.

HCEAA BOARD MEETING SIGN IN SHEET

DATE:

January 2020

NAME (PLEASE PRINT)	REPRESENTING
Jim Thorne	HCEAA
Paul R Lewis	HCEAA
Travis Weston	H.C. & C.E.A.A.
Dana Coffman	HCEAA
Ren Gault	NCCAA
Tim Todd	HCEAA Acc'ts rec'd
Jeremy Hollinger	HCEAA
Robert Haggerty	HCEAA
Nathan Kasal	HCEAA
Jeffrey Snyder	Ward. Vol. Rescue Squad
Tom Walker	Wardensville Vol. Rescue Squad
Lon Arnold	Examiner
Derek AH	HCEAA
Tim Ramsey	HCEAA

