

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING DATE April 13, 2016

STARTING AT 6:30 P.M.

MEETING AT THE HARDY COUNTY 9-1-1 Center

157 Freedom Way, BAKER, WV

AGENDA:

- CALL TO ORDER/ROLL CALL
- APPROVE March 9, 2016 MINUTES
- TREASURER'S REPORT
- COMMITTEE REPORTS
- SPECIAL REPORT(S)

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CENTER UPDATES
- HOURS OF OPERATIONS--SCHEDULES
- EMPLOYMENT--PART AND FULL TIME
- SIGNAGE FOR BUILDING--UPDATE
- PHONE BOXES AT EMS/FIRE STATIONS--UPDATE
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT

NEW BUSINESS:

- COUNTY COMMISSION/COURT REPORT
- APPROVAL TO PAY INVOICES
 - Bill From State Auditor
 - Bill From Physio-Controls
- COMMENTS--DEREK ALT, JEFF SNYDER, LUKE STUMP AND OTHERS
- PUBLIC COMMENTS
- GRANTS
- NEXT MEETING DATE, May 11, LOCATION TO BE AT BAKER

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **HARDY COUNTY OEM/E9-1-1 BUILDING, 157 FREEDOM WAY, MOOREFIELD, WV 26836** ON **April 13, 2016, 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 OR FACSIMILE NUMBER 304-530-0251.

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
P. O. BOX 671
MOOREFIELD, WV 26836

The Hardy County Emergency Ambulance Authority met on April 13, 2016 at the Hardy County 911 center in Moorefield, WV for their regular scheduled meeting.

Members Present:

George Crump Paul Lewis
Mary Fishel Tim Ramsey
J.R. Keplinger, Jr

Absent:

Art Cerami Dr. Jerry Hahn
Ron Crites Dave Pratt

Public:

2 citizens were in attendance, two employees

President Paul Lewis called the meeting to order at 6:39 PM. Meeting opened with Pledge of Allegiance and prayer

Approval of the March 9, 2016 Minutes—Tim Ramsey moved to approve the minutes as written. JR Keplinger seconded the motion. (passed)

Treasurers Report-Received \$15,000 from Hardy County Commission. Balance on hand before payment is \$4,672.65. Motion made to approve report by JR Keplinger seconded by George Crump (passed)

Committee Reports—none

Special Reports—none

Old Business

A. Building, Equipment/vehicle, supplies update-

Building- There is possible water damage on right side of building. This will be investigated.

Sign on building has been completed and installed.

Vehicle-Unit 32 has been serviced and back in operation. 379 still out of service and will remain so until final decision made concerning available funding for new unit. The unit will be moved back to station and stored in the bays to eliminate possible storage fees and liabilities.

Luke Stump reported on possible addition of light bar and lettering for \$4,360. It would take a few months to complete. He searched on line and found light bar at substantial savings. Board suggested that he work on this and report back

Equipment-Received bill for preventative maintenance of two life packs. No annual maintenance was performed as specified by contract. Bill will not be paid until such maintenance is performed

Supplies- Establishment of account with Grant Memorial Hospital has been tabled due to question of medical director and pending court case.

B. Fraley's, Wardensville, Mathias-Baker and 9-1-1 center updates-

Calls for month of February-Fraley's-96, Mathias Baker-42, Wardensville-25, HCEAA-37

No additional reports were presented by any agency.

C.Hours/Days of Operations

Mathias Baker is still providing inadequate coverage when no county provider is available. Fraley's and Wardensville are covering when there is no county provider.

Coverage now has been extended to 7 days/week from 6AM-Midnight with addition of new hires. Still no word on one person that was offered part time employment. Discussion of hiring a driver and provider was put on hold due to outcome of court case which will be heard next week.

D. Part and Full Time Employment

One person that was hired for part time employment has still not completed necessary documentation

E. Signage

The sign has been completed and is installed.

F. Phone Boxes at EMS/Fire Stations

The agreement between Hardy Telecom and the commission has been approved by all parties. The actual contract needs to be signed by Hardy Telecom. Once signed, it was suggested that a designated person at

Moorefield Examiner explaining the necessity. County medic was used only 4 times for month of February.

Jay Fraley gave a report for 2015-1261 calls with 18.8% of those calls responding to east side of county Signed refusals constituted 26.4% of the calls. Level of call -ALS 31.5% and BLS 39.6%
Calls for month of February-Fraley's-115, Mathias Baker-43, Wardensville-23, HCEAA-34

C. Hours/Days of Operations

Coverage during day was adequate with only a few lapses in coverage. Mathias Baker is providing inadequate coverage when no county provider is available. Fraley's and Wardensville are covering when there is no county provider.

With new hires it is a possibility that coverage can extend to 7 days per week.

D. Part and Full Time Employment

EMT that needed EVOC training will have it completed by the end of this week and she will be put in rotation. A new application for employment was prepared.

See below for information regarding new hires.

E. Signage

The sign is being prepared and will be ready for installation soon.

F. Phone Boxes at EMS/Fire Stations

The agreement between Hardy Telecom and the commission has been approved by the commission and sent to the prosecuting attorney for review. Capon Valley Fire (company 2) and Moorefield Fire (company 46) still need to have a phone installed.

G. Training

State EMS conference will be at Canaan Valley Resort from October 19-21. There will also be a 10 month paramedic course offered in Martinsville in May, 2016.

EVOC will be offered in several locations around the state.

H. Drug/Equipment Inventory

No report

New Business

A. County Commission Report

No report .

B. Approval to Pay invoices

Motion made by J.R. Keplinger and seconded by George Crump to approve payment for repair of 376-\$1800.00. (passed)

C. Employment comments –Derek Alt, Luke Stump, Jeff Snyder

Derek Alt and Jeff Snyder are gathering files and documentation for the state inspection coming up in June. Several items needs to be addressed, one of which is an active medical director.

Art Cerami commented that Dr. Gammon may be willing to step up in this position. There may be others that may also be willing. He will inquire as to their availability and willingness. In addition, Art commented that he met with Craig Strawderman and Elaine Mathias in regards to problems with volunteer issues and public concerns. After he gets "up to speed" with the situation, he suggested having a public meeting to explain these concerns and possible solutions to the citizens.

D. Public Comments

None

E. Grants

Possible health grant available. Paul Lewis passed out information regarding this grant.

F. Next Meeting Date

Next regular scheduled meeting will be held at 6:30 PM at the 911 center in Moorefield, WV on April 13,2016

Executive Session

Motion made by J.R. Keplinger and seconded by Tim Ramsey to go into executive session (passed).

each station do a monthly check to verify working order. Capon Valley Fire (company 2) and Moorefield Fire (company 46) still need to have a phone installed.

G. Training

EVOC has been scheduled by Mary Fishel for October 25, 26 and 30 in Wardensville . Each student must bring their own unit for driving test.

Greg Bonner sent letter describing several Fire/EMS courses available on line.

Jason Schoonover sent letter describing course for I/O training and products.

RESA 8 would like HCEAA to be preceptors for new EMT's. Some debate as to whether insurance and other issues would be a problem. Voting on this issue was tabled until next meeting after more information could be gathered.

H. Drug/Equipment Inventory

All necessary drug supplies have been ordered.

New Business

A. County Commission Report

Court case will be heard on April 19 in Charleston .

B. Approval to Pay invoices

Motion made by J.R. Keplinger and seconded by Tim Rmasey to approve payment for state audit (\$2530). (passed)

Payment for maintenance contract for life packs was tabled (see above)

C. Employment comments –Derek Alt, Luke Stump, Jeff Snyder, Janet Horton, Heather Ours

Derek Alt presented an updated policy and procedure manual for board and legal approval. A copy of this manual was distributed to several members for their input. It will be discussed at the next meeting.

George Crump expressed concern that the website has not been updated in some time. The new application for employment still needs reviewed by legal representative before being placed on the site. Minutes and members of board need to be added/edited.

D. Public Comments

Jay Fraley noted that in the past few weeks they have had 6 mutual aid calls (5 to Mathias Baker area and one to Petersburg)

E. Grants


none

F. Next Meeting Date

Next regular scheduled meeting will be held at 6:30 PM at the HCEAA building in Baker, WV on May 11, 2016.

With no further discussion, a motion was made to adjourn by J.R. Keplinger and seconded by Tim Ramsey. (passed) Closed meeting at 8:05 PM

Respectfully submitted,



George Crump (acting secretary)

