

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE NOVEMBER 8, 2017
STARTING AT 6:30 P.M.
MEETING AT THE BAKER BUILDING,
STATE ROAD 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
- BID OPENING FOR VEHICLE AND EQUIPMENT
- RETIREMENT PROGRAM FOR EMPLOYEES

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - APPROVAL TO PAY INVOICES
 - PAYMENTS TO FRALEY'S AND WARDENSVILLE
 - WEB SITE INFORMATION
 - APPROVAL TO GET A P-CARD CREDIT CARD THROUGH STATE
 - APPROVAL TO ALLOW DEREK ALT TO HAVE ACCESS TO BANK ACCOUNTS
 - BY-LAW CHANGES
 - GRANTS
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
- **NEXT MEETING DATE, DECEMBER 13, 2017, LOCATION TO BE AT MOOREFIELD, WV**

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **BAKER BUILDING, STATE ROAD 55, BAKER, WV, ON NOVEMBER 8, 2017, 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.

Hardy County Emergency Ambulance Authority

November 8, 2017

Present: Paul Lewis: President, George Crump: Vice President, Tim Ramsey: Treasurer, JR Keplinger: County Commission Representative, Carmen Rexrode, Bill Collins, Dave Pratt, Patti Shoemaker, Derek Alt: HCEAA Executive Director, HCEAA Executive Secretary: Tina Todd

9 guest Present: Including the Hardy County Coordinator, 1 Employee with the HCEAA, 3 with Fraleys Ambulance Service, 1 with Moorefield Examiner, 2 Hardy County Residents, 1 Ambulance Sales representative

President Paul Lewis called the meeting to order at PM 6:30 followed by the Pledge of Allegiance and Prayer by Vice President George Crump.

Bill makes motion to accept minutes, George seconds.

Treasurer Report:

Current balance of \$24491.55

Paul reports the audit required for the state cost \$6000.00 for 2 years and the CPS fee is for the billing for the insurance. Most of the bills are recurring bills.

Committee reports - None

Old Business: Building, Equipment/Vehicle, supplies update.

Building: Derek reports, there is a leak in the roof over the maintenance room. Currently has been sealed with caulk. Rose (HC Coordinator) provided pictures and information in regards to the repairs of the roof. Paul to look into contractors for repair. Nothing to report with the electrical. Requested suggestions for another plumber. The carpet has been cleaned & cleaned the seats in the ambulances. Need to replace light bulbs in the bay, there are a total of 68, at a cost of roughly \$500.

Equipment: Monitors were serviced last month.

Vehicles: Nothing to report for 381 or 383, 76 been having issues – needs new batteries, deep cleaned/detailed 379.

In the past there had been discussion of concerns that citizens do not know what HCEAA stood for, so they have come up with a design to put Hardy County on the ambulances. To do both ambulances and the chase unit, the estimate is \$800.00. Request to hold off until we find out how much the cost will be with the new ambulances and equipment.

Supplies: Nothing to report

Calls for October: Fraley's 100

HCEAA 30

Wardensville 17

Wardensville having both ambulances serviced, looking into possibly purchasing another ambulance.

Training: Dave reports next Wednesday, Paramedic training kicks off. Mary has nothing to report

Drug / Equipment Inventory: Derek working on inventory list and getting ID tags on all equipment.

Vehicle Bids:

Osage: \$189,840.00 2017 Ford 450 – add crawl through additional \$4500

J&J

Road Rescue: \$200,940.00 2016 Ford 450 4x4

McCoy Miller: \$168,450.00 2016 Ford 450 4x4 has crawl thru & Stryker performance

Penn Care

Braun: \$184,431.00 Demo model with \$3000 miles

Medex \$163,151.00 2017 Ford 450 4x4 – would need to convert to crawl through, Cot & Stryker power load an additional \$26,500

Lifeline \$212,558.90 2016 Ford F550 4x4, Has a crawl through

They are all Demo's – so decision needs to be made as quickly as possible.

Committee to review bid packets – Committee to include: Derek, Dave and George. Meeting on Monday.

Equipment bids:

PHYSIO CONTROL - Bids for cardio monitors, Video Scope, CPR system

Control Life Packs (3) Carbon monoxide option with 4 year service agreement \$112,689.36

Mcgrath Video scope \$3,181.23

Lucas Device \$16,717.82 includes contract, power supply, batteries.

STRYKER

2 power cots, 2 stair chairs – includes 7 year protection plan \$50,805.06

Derek provides report from Mathias/Baker - Requesting to acquire 2 of the Lucas devices that Mathias/Baker has in their possession to use within the county. He was met with resistance. They wanted us to reconsider the original offer (buyout) that they offered for all of the equipment. He did not get them & probably will not. Felt it was a lost cause when he left.

Retirement Program for Employees

Paul puts committee together to look at programs. Derek, Bill, Tim, Deric

New Business

County Commission Meeting – Patti Shoemaker has been added to the board, Welcome Patti!

Rose, on behalf of the County Commission, received a grant application that she would like to file for the HCEAA. USDA grant application that will pay 35% for equipment and vehicles. Leaving 65% for us to pay, there is also a low interest program with it. Community Facilities program. Cannot purchase equipment until the grant comes in, but it would not come in until possibly around July. If we are interested we want to get in as soon as possible.

George requesting to ask Commission to add member from Baker, so that we have representation from the entire county. George spoke to Doug Kaufman who is the owner of Kac-Ca-Pon Restaurant.

Approval to pay Invoices:

Bill motions to pay bills, George seconds. Passed

George stated that at the last meeting there was a lot of talk in regards to the website and keeping it up to date. George has volunteered to help in keeping the website up to date.

George has spoken to Rosie Thomas regarding a monthly treasurer's report that we could post on the website for the public to view on a timely monthly basis. Rosie provided an actual September budget. Cover page, he will cover in a few. The 2nd page covers a generic breakdown. Gives you the basic of money coming in and going out. Which includes the money received from the insurance payments. The third page shows you what comes in from the ambulance service fees. The money from the ambulance service fees gets deposited into an account with the County Commission which then the county commission has to transfer to the ambulance authority. We have to have a separate accounting of the ambulance fee versus what is in the budget. Our budget does not include the money from the ambulance fee unless its transferred into our operating account. George request approval of the board to have Rosie complete this for \$50.00 a month.

In regards to the wording on the cover page, it doesn't have anything to do with the money. It has to do with the statements.

George motions for the approval to pay Rosie Thomas \$50 to prepare treasurers report, Bill 2nds.
Motion Carries

Bill request to have board members added to the website. George to speak with Rose & have added.

Paul would like to enter into contract for a P card through the state. Wants to use this credit card and get rid of the other card. The county has been using this card for years, it is for local governments. The county gets a percentage back, they will set a limit on the available credit.

Paul makes motion to enter into contract for the P card, Tim seconds, Motion carries.

Paul request Derek be added to the account, for the purpose of just having access to the account to obtain information. Not being added for signatures on check or to withdraw money from account.

George motions to add Derek to both accounts, Carmen Rexrode 2nd, Motion carries.

Policies and Procedures – Paul to get with George regarding changes to the By-Laws. Changes are based on the IRS rules and regulations. Will try to have done by the next meeting & give everyone an updated one.

Grants – Will look into grants when they become available. The only grant possible is the one that Rose spoke of earlier. The fire grants may be coming out later this year.

Board Comments – no comments


Public Comments – no comments

Special meeting to be held on Monday November 13th at 6:30 pm in regards to the Ambulance and equipment.

Tim to look into financing options, if decision made to purchase.

Next meeting at 911 center in Moorefield on December 13, 2017 at 6:30pm

8:00pm George motion to adjourn, Bill seconds.

 HCAA Executive Secretary

Paul R Lewis
President

November 2017
Sign In Sheet

Name	Affiliation
Tina Tabl	HCEAA Exec Secy
Rose Helmick	HC Coordinator
JAM Stokley	Citizen & Payer
Yatti Shoemate	HCEAA Board member
David Part	HCEAA member
Jean Flanagan	Moorefield Examiner
Jay R. Fraley	FAS ✓
Billie So Biddle	FAS. ✓
Mary Jo Johnston	HC citizen + FAS ✓
Tracy Richmond	Fraley's ✓
Steve Davis	WELI
Arren Kenode	HCEAA ✓
George Crump	HCEAA ✓
Bill Collins	HCEAA ✓
Paul Lewis	HCEAA ✓
Derek AH	HCEAA ✓
Josh Omeroff	Fraley ✓
Deric Higgins	HCEAA ✓
Tom Kowalsky	HCEAA ✓

