

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
SPECIAL MEETING DATE AUGUST 16, 2018
STARTING AT 6:30 P.M.
MEETING AT THE HARDY COUNTY 9-1-1 CENTER
157 FREEDOM WAY, MOOREFIELD, WV**

AGENDA:

- CALL TO ORDER/ROLL CALL

OLD BUSINESS:

- RECIABLES MANAGEMENT SOLUTIONS SYSTEM
- SCHOLARSHIP PROGRAM

NEW BUSINESS:

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

AUGUST 16, 2018

SPECIAL MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A SPECIAL MEETING AT THE **HARDY COUNTY 9-1-1 CENTER, MOOREFIELD, WV ON AUGUST 16, 2018, 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 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

Special Meeting

August 16, 2018

Present: Paul Lewis: President, Treasurer: Tim Ramsey, Doug Coffman, Ron Crites, Bill Collins, Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA Executive Secretary

Absent: Carmen Rexrode, J.R. Keplinger, Mary Fishel

Guest Present: 1 with Moorefield Examiner, 1 citizen

President Paul Lewis called the meeting to order at 6:34 PM followed by the Pledge of Allegiance and Prayer.

RECEIVABLES MANAGEMENT SOLUTIONS SYSTEM

Currently outstanding for 2016 approximately \$75,000.00. For 2017 approximately \$170,000.00, the projected for 2018 is approximately \$200,000. Currently HCEAA has no active actions for collecting. The credit collection agency holds 2016 accounts only and collects by letters/calls. They have collected approximately \$25,000 @30% fee. Cannot sue & does not report to credit due to the dollar amount of invoices.

With the current system we are only collecting 25% of total outstanding and it cost us 30%. There is no structured billing management or collection activity. Time is spent answering questions, processing exonerations and correcting mistakes in the database.

HCEAA handling the accounts receivable directly has the potential of 90% collection rate, we will be able to sue, people can set their accounts on a payment plan, it will be a more automated process and will manage approximately \$1 Million in accounts receivable.

Set up fee of \$9500 which covers software license, custom programming, data import, merchant account \$3.95 per charge, Security and report setup. Monthly fee of \$2500 which covers account management, collections processing, payment processing, online portal, customer account access, 1 customer service rep. Other fees/cost letters/postcards, etc. \$.80 - \$1.00 each, phone calls – no charge, legal case presentation- no labor cost - just printing and mailing, Fixing any mistakes by HCEAA or Hardy County – at cost plus 25%.

Motion made to accept the account receivables management system by Ron, Bill 2nds. Motion carries

SCHOLARSHIP PROGRAM

Derek had previously requested to create a scholarship program. What he would like to see that each of the squads sponsor one or two people a year that they will pay for them to go through EMT class. Possibility in the future of their being grant money available for this type of program, but at this time

there is not. Derek would run program and require each Squad Captain to write a recommendation letter.

The board request more information, such as guidelines, a letter as to what is to be expected. Scholarship vs. Tuition reimbursement.

Motion made to adjourn meeting at 8:24pm by Tim, Doug seconds.
Meeting Minutes prepared by Tina Todd, HCEAA Executive Secretary

A handwritten signature in black ink, appearing to be "Tina Todd", written in a cursive style.