

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE DECEMBER 12, 2018
STARTING AT 6:30 P.M.
MEETING AT THE OEM/E9-1-1 BUILDING
157 FREEDOM WAY, MOOREFIELD, WV**

AGENDA:

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

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- FRALEY'S, WARDENSVILLE, 911 HCEAA, 9-1-1 CENTER UPDATES
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT
- RECEIVABLES MANAGEMENT PROGRAM UPDATE
- SCHOLARSHIP PROGRAM UPDATE AND AWARD
- SNOW REMOVAL DECISION

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - PAPERWORK FOR A GRANT FOR 35% FOR A NEW AMBULANCE FOR 2020
 - APPROVAL TO PAY INVOICES
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
- NEXT MEETING DATE, JANUARY 9, 2019 LOCATION TO BE AT THE HARDY COUNTY BAKER BUILDING, BAKER, WV

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

DECEMBER 12, 2018 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 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

December 12, 2018

Present: Paul Lewis: President, Ron Crites, JR Keplinger: Hardy Co. Commission Representative, Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA Accounts Receivable Supervisor

Absent: Doug Coffman, Tim Ramsey: Treasurer

Guest Present: One with Moorefield Examiner, 2 citizens

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

Ron makes motion to approve September Minutes, JR seconds.

JR makes motion to approve November minutes, Ron seconds.

Treasurer Report:

Derek reports as of December 1st, 2018 the checking account has \$1,821.13, the savings account has \$136,183.27 and the special revenue account has \$286,400.00 for a total of \$424,404.40. The expenses for the month of November were \$57,305.95.

JR makes motion to accept treasurer report, Ron seconds.

Committee Reports:

Advisory Committee:

Working on revisions for the protocol between ambulance and fire. Made a change to the age requirement for the scholarship program.

Building, Equipment/Vehicle, supplies update

Building:

Derek reports the door locks/security has been completed. Employees at the station are requesting to paint garage bay floors. Cost approximately \$300 - \$500.

JR makes motion to allow the painting of the garage bay floors keeping within the cost of \$300 - \$500, Ron 2nds.

Derek reports the floors in the big room need to be stripped and waxed. Derek to speak with Melvin on time and cost.

Vehicles:

379 went to Horton on Monday, to have electrical issue repaired.

Supplies/ Equipment: Nothing to report

Ambulance Calls:

Calls for November: HCEAA 37 Wardensville 10 Fraley's 90

Training:

Paul reports has 2 for 911 center in training, hopes to have completed in March.

Derek reports Autism training is scheduled for January 19th, 2019. Has had a pretty good response.

EMT at the training center should be completed this month.

Stop the Bleed program – Paul to speak to Beth about the program

Drug Inventory/Equipment:

United Power came to station and requested to donate gas powered pressure washer, air compressor, trash pump, two, 9500watt generators. They were giving demonstrations and wanted to donate to a local municipality. Derek, verified serial numbers with the sheriff's department. They did ask that we pay so much towards one of the generators. \$19000 worth of equipment for \$4900, OEM to pay \$1000 so the HCEAA will pay \$3900.00. Derek wants to approach Company 4 to see if they are interested in the trash pump for two Lucas devices.

JR makes motion to approve the purchase of the equipment, Ron seconds.

Scholarship Program

Derek reports that the State of WV is moving to the National Registry and National Registry requires you to be 18. We to amend program to be effective January 1, 2019, changing the age requirement to 18. The Advisory Committee decided to use uniform criteria throughout the county effective January 1st.

Derek to take back to committee concerns regarding the number of calls needed in Wardensville.

Snow Removal:

Last month it was suggested they get a snow blower, but then put on hold. They need someone who is available 24 hours and in front of the bay needs to be kept clean. Paul request that the board give some thought to either snow blower or mower with a blade.

Derek said the McKeever's have a snow plow but need to get a contract. One company will not do anything until it stops snowing. Derek to talk to someone at the Mulch plant about possibly helping in emergency. JR suggest Scott Combs, thinks it would be better to pay someone hourly and that person would have to be on call.

County Commission:

JR's last meeting

We will not know until January meeting who will be new County Commissioner representative.

Paul reports from the County Commission meeting, there is a USDA grant that we can get 35% on a new ambulance. The earliest we could get it approved would be 2020. Talked about going on a rotation to replace the older ambulances. Looking at getting specs on a new ambulance and what the cost factor

would be. Derek spoke to Rose, we do not need to do bidding, the only information she would need from Derek is to spec one out and price it up to give her a rough idea.

JR motions to approve, applying for the grant of a new ambulance in 2020, Ron seconds.

ARMS Program:

System is up and running, currently automating a lot of the functions. Collected \$21,442.50 in just over 7 1/2 weeks, that is the result of 1 letter going out to 600 people. Ahead of expectations. Total cost of collections is just over \$900.00. We have uncovered a lot of problems and Colin will be working with Greg and Lucas to get clarification. A lot of issues relating to estates and this was never monitored. Putting in place a Death Watch system with Greg.

Projecting we should be at \$50,000 or \$60,000 in February/March. Projecting approximately \$30,000 in write offs. Looking at another \$30 - \$40,000 by summer. Should be up to the \$80,000 bracket in 6-7 months. Then it gets harder due to the people who are totally not willing to pay. Talking to collection attorneys, getting advice on collection letters and looking for a way to integrate the County Prosecutor into the process. Going beyond what we originally planned. But we think that we can introduce letters from the County Prosecutor to get the message out that people are going to be sued.

Can set up for a 6-month payment plan at \$25 to be paid off by June 30th.

Question: Would the perspective letter from the prosecutor be a new step before it would be taken to the magistrate. We are looking at approximately eight letters in the stage.

Approval to pay invoices:

Ron makes motion to pay invoices, JR seconds.

Board and Employee Comments:

Derek announces - HCEAA Christmas Party is Saturday December 15th at 6:30pm.

Motion made by JR to go into Executive Session, Ron seconds.

Motion made by JR to adjourn Executive Session, Ron Seconds

JR made motion to approve pay increase for Medics, EMT's & Director effective January 1, 2019, Ron second.

Ron motions to adjourn meeting, JR seconds.

Next meeting, January 9th, 2018 at 6:30pm, at the Baker station.

Meeting Minutes prepared by Tina Todd, HCEAA Accounts Receivable Supervisor



