

Hardy County OEM/E911

From: Greg Greenwalt <ggreenwalt@hardynet.com>
Sent: Friday, May 09, 2014 11:35 AM
To: PAUL LEWIS
Subject: DRAFT AGENDA

LOOK IT OVER
GREG

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING DATE MAY 14, 2014
STARTING 7:00 PM
HELD AT THE RRT BUILDING, THE 911 CENTER, 141 EMERGENCY LANE
MOOREFIELD, WV. 26836

AGENDA:

1. CALL TO ORDER/ROLL CALL
2. READ/ APPROVE 4-9-2014 MINUTES
3. TREASURER'S REPORT
4. COMMITTEE REPORTS
5. SPECIAL REPORT
6. OLD BUSINESS
 - A. BUILDING/EQUIPMENT/VEHICLE UPDATE
 - B. FRALEY'S, WARDENSVILLE, MATHIAS/BAKER UPDATE
 - C. FARM SAFETY DAY
 - D. FEE ORDINANCE REPORT
 - E. CIVIL CASE REPORT
 - F. CARDIAC MONITOR GRANT APPLICATION/BIDS
 - G. SELL OF IV PUMPS/BIDS
 - H. MEDIC IDENTIFICATION
 - I. EMPLOYMENT
 - J. PER CALL PAYMENTS
7. NEW BUSINESS
 - A. 05-06-2014 COUNTY COMMISSION MEETING REPORT
 - B. YVONNE SEE / LISA O'LEARY REPORT/QUESTIONS
 - C. APPROVAL TO PAY INVOICES
 - D. USE OF HCEAA UNITS BY VOLUNTEERS
 - E. ESTABLISHMENT OF EDUCATIONAL INSTITUTE
 - F. FEES FOR REIMBURSEMENT OF MEDIC USE
 - G. RETIREE HEALTH BENEFIT TRUST FUND
 - H.
 - I. SHORT PUBLIC COMMENTS
 - J. NEXT MEETING DATE, JUNE 11, 2014

MEETING MINUTES OF THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

The meeting of the Ambulance Authority was held in the RRT (Hazmat Building) on Emergency Lane in Moorefield on May 14, 2014.

Present:

Dave Pratt
Ted Garrett
Tim Ramsey
Craig Strawderman
Julian Hott
J. R. Keplinger, Jr.
Harry Shockey

Ronnie Crites
Greg Greenwalt
Andrew Funk
Mary Fishel
Paul Lewis
George Crump

Absent:

Dr. Jerry Hahn

Alex Santana

Call to Order/Welcome/Approval of Minutes:

Greg Greenwalt called the meeting to order at 7 p.m. It was determined that a quorum of members were present to open the meeting. Greg Greenwalt welcome new member George Crump to the meeting.

The minutes of the April 9, 2014 meeting were approved. Motion by J.R. Keplinger second by Andrew Funk. (Passed)

Treasurer's Report:

Treasurer Tim Ramsey noted that the checking account had a balance of \$42,667.11 as of May 14, 2014. Motion to accept the report by Craig Strawderman seconded by Dave Pratt. (Passed)

Greg Greenwalt reported that the county has collected a total of \$348,085 in the Emergency Ambulance Tax to date, which is about 50% of those paying.

Committee Reports:

None

Special Reports:

None

Old Business:

- **Building/Equipment/Vehicle Update**—the generator has been installed and will exercise every two weeks. We had a throw switch installed while the company was there for \$2,100 and the County Commission has agreed to pay the bill for the switch. Vehicle 181 needs numbers on it and the international needs the fender fixed. Ron Crites said that it costs about \$350 to repair and would like to fix the fender because of mud being thrown everywhere. J. R. Keplinger moved to approve the work seconded by Ted Garrett. (Passed) The table and chairs are in the building now. Dave Pratt reported that Fraley's had forty (40) calls last week alone. May Fishel said that Wardensville was doing good and meeting their needs. Greg Strawderman reported that he has one drive out with a back injury but they have pretty much been handling their calls.
- **Fraley's, Wardensville, Mathias/Baker Updates**-- A discussion followed regarding the Meds and it was noted that a lot are expired and we need them on 379. We need the BLS Meds. If we are keeping the ambulances licensed then we need to keep them stocked. Dr. Hahn is still the medical director and we need to get list of what all is needed. Dave Pratt noted that he had talked with Dr. Rexrode and said that she is not opposed to coming on with the Ambulance Authority. Dixie Bean said that she would help us get what we need if at all possible. We will need to get with Dr. Hahn to see if he wants to continue with the Authority. Yvonne See is to get a list of what is needed and she will get the list to Criag Strawderman and he will see about contacting Dr. Hahn about the meds.
- **Farm Safety Day**—Scheduled for May 27 at Wardensville. Greg said that we needed to try and participate in the event with the ambulances and our people. It will send out an agenda on their activities.
- **Fee Ordinance Report**—the County Commission is to postpone the late fees until July 1 and then they need to relook at the Ordinance for next year. We need to work out what we want to do with the billing and the County Commission have to make a decision on

proceed
how they want to ~~go~~ with the unpaid bills. Only about half of the people have paid at this time.

- **Civil Case Report**—the report was received and everything was good in the report. *There* were no findings against the County Commissioners.
- **Cardiac Monitor Grant Application/Bids**—Greg said that he thought that the grant had been approved and would find out for sure *the* tomorrow morning. The grant was for \$50,000 and the Authority had one bid received on ~~the~~ *two* monitors from Foremost Medical for a total of \$44,448; ~~for the two monitors~~. As soon as we get the approval on the grant, we will order the two monitors.
- **Sell of IV Pumps/Bids**—we received two bids on the IV pumps from Health Net and Valley Health. Health Net gave a price of \$5,000 and Valley Health bid \$4,001 for the equipment. We did not receive bids on the other equipment. Craig Strawderman moved to accept the bids second by Andrew Funk. (Passed) Bids for the four IVL Pumps were Valley Health \$2,100 and Health Net \$2,000. Craig Strawderman moved to accept the bids seconded by Andrew Funk. (Passed)
- **Medic Identification**—it was decided at the last meeting members of the different squads take back the questions about an identification of all the meds with new numbers start in sequence and not by the different agencies. Members said that they had discussed with their members and they wanted to continue with the current way that they have been doing it. It was noted that actually the only problem is with the county's medics when they work for the Authority and when they are working with their squad as a volunteer. It was decided that when a director is hired for the County Authority that they would use 301, Yvonne would be 302 and Lisa would be 303.
- **Per Call Payment**—Paul Lewis gave the number of *calls* for each agencies since the last meeting. Fraley's had 86 medical calls, Mathias had 69 calls and Wardensville had 35 calls for a total of 190 medical calls. Members discussed if they wanted to continue paying for the calls and Andrew Funk moved to continue to the end of June seconded by J. R. Keplinger. (Passed) It was noted that currently Wardensville is still waiting to finalize their paperwork to start billing and Mathias is *currently starting to bill*. Mary said that they have been having a real problem with getting approved and they need a tax number which they were told could take up to nine months to get. They have to get the number before they can start billing.

- **Employment**—we need to decide on what we want to do about additional medics and also about a director. Andrew Funk moved to re-advertise for a full time director and for two additional medics at the same time. In addition, we also need secretary/office personnel to handle questions and do some of the work on the billing. George Crump seconded the motion. (Passed) The closing date for the applications will be June 10, 2014.

New Business:

- **05-06-2014 County Commission Meeting Report**—Commission agreed to filing of the grant.
- **Yvonne See/Lisa O'Leary Report/Questions**—Lisa said that they are handling 99% of the calls coming into Mathias. She feels that here and Yvonne are ambassadors for the HCEAA and would like to get some shirts with the HCEAA on them when running calls. She said that for about \$200 they could get a couple of shirts and pants to wear of good quality. J. R. Keplinger moved to give them a budget of \$200 each for clothing seconded by Tim Ramsey. (Passed) Next the medics discussed with the members the fact that they are putting in more than a 40 hour week and have a lot of time that they are volunteering. They said that they are out of hours by the middle of the week because there are no volunteers to fill in when they are off duty. They would like to work 40 hours and volunteer for 10 hours and be paid for anything over the 50 hours. Members discussed the issue and suggestions were made on different ways to do the hours. Paul Lewis moved to pay them for 40 hours of regular time and 10 hours of overtime at time and a half. Motion was seconded by J. R. Keplinger. (Passed) Yvonne said that she would only bill for the 40 hours and doesn't want the overtime. Members felt that she should consider the overtime for what she has done in the past and what she is currently doing for the county.
- **Approval to Pay Invoices**—on the quote for the WV Corp., they needed information on the income, ~~and~~ expenses, furniture and vehicles and the coverage would be \$13,280 a year and the worker's compensation would be \$5,083 per year for a total of \$18,363 for all the insurance. Craig Strawderman moved to pay the bill seconded by Ted Garrett. (Passed) This will be for July 1, 2014.
- **Use of HCEAA Units by Volunteers**—we would need to update a list with their names on them to the CIS with the members on it. It should be everyone that can possibly use the units and definitely anyone that is an employee of the Authority and everyone that is on the board. Anyone can use the vehicle for up to 10 days without a problem. Need to update the roster.

*10/2/14
this?*

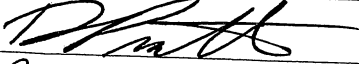
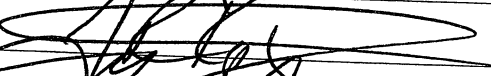
The Hardy Co. Training Center

- **Establishment of Educational Institute**—George Crump said that he started working on an Educational Institution providing education for EMS. He felt that we needed to support the group in doing this locally. That is training is done that we try to supplement the instructional programs.
- **Fees for Reimbursement of Medic Use**—George feels that we need to set up fees for when ~~some~~^{another} agency is using the county's medics. We need to look at charging a fee for the use of the county medics ~~that~~^{that} be paid back to the county. This would be a set fee and would only be a portion of what the ambulances can charge ~~for~~ when a medic is on a call.
- **Retiree Health Benefit Trust Fund**--Greg Greenwalt said that we have to provide life insurance on the employees as part of the bill from the PEIA and that the Authority has to provide for a retirement plan for them also. We had to pay a pass due bill ~~is~~ for \$900 to provide this to the employees. Craig Strawderman moved to pay the bill seconded by Dave Pratt. (Passed)
- **Election Results**—was discussed and noted that the levy did not pass this time. In order to get it passed, we have to do more education of the people.
- **Short Public Comments**—No comments from the Public
- **Part time Hiring**—Members discussed the hiring of Jeff Snyder for part time ~~from~~ on Fridays and weekends. Discussed pay him from the time he leaves his home ~~from~~ on a call until he returns back home. We should pay him per diem rather than by the call. It was moved by Craig Strawderman to pay him \$14.00 an hour per call from the time he leaves home until he returns home. Seconded by George Crump. (Passed)
- **Next Meeting Date, June 11, 2014**—Meeting will be held at the Baker Building.
- **Meeting was adjourned at 9:35 p.m.**

President Greg Greenwalt _____

Acting Secretary Paul Lewis _____

5-14-14

Signature	Company
	FRALCY
Ronni Grite	
Jed Barnett	
Wong Co. [unclear]	
John [unclear]	
Andrew Funk	
Craig Strawderman	MBVFC
Mary Liskel	
Tullar Holt	CULCO
Paul [unclear]	9-1-1
	Petitioned
Kerry [unclear]	WVRS
Henry Shockey	