

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE OCTOBER 11, 2017
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
- 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
- DISCUSSION OF AMBULANCE PURCHASE AND GRANT

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - APPROVAL TO PAY INVOICES
 - PARENTS TO FRALEY'S AND WARDENSVILLE
 - RETIREMENT PROGRAM FOR EMPLOYEES
 - BY-LAW CHANGES
 - GRANTS
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
-
- NEXT MEETING DATE, NOVEMBER 8, 2017, LOCATION TO BE AT BAKER, WV

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **911 CENTER, 157 FREEDOM WAY, MOOREFIELD, WV ON OCTOBER 11, 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

October 11, 2017

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

10 guest Present: Including 7 with Fraley's and 1 with the Moorefield Examiner

President Paul Lewis called the meeting to order at PM 6:35 followed by the Pledge of Allegiance and Prayer lead by Vice President George Crump.

JR makes motion to accept September minutes, George Seconds

Treasurer Report:

Current balance of \$21,599.42

Committee reports:

Nothing to report

OLD BUSINESS:

Building, Equipment/Vehicle, supplies update

Waiting for Steve Weese to check outside lights, also waiting for the plumber

Stairchairs in service, Batteries are on the cots & have had no problems with them to report

79 new tires on the front, hope to make it through the winter with the tires on the rear

76 due for service next week, 383 winter tires put on, 381 Nothing to report

Supplies - Nothing to report

Calls for July: Fraley 99 HCEAA 39 Wardensville 24

Training: Derek reports there is an EMT re-cert class in Petersburg at 6pm Thursday night

Dave reports the Paramedic Program with Eastern is a go and begins November 1st, finishing up negotiations and looks like he will be one of the lead instructors and there will be a great group of people to be involved with this program – Great Opportunity!

George reports, Mary completed an EMR class recently – testing this week or next

Drug/Equipment Inventory Report

Nothing to report

County Commission update

Nothing to report

Approval to pay invoices:

Taxes due, electric bill, water bill, credit card, Ron reports PEIA

Motion made by George to pay bills, second by JR, passed

Derek has been speaking with Jay (Fraley's) regarding 2 ambulances going down and had to replace the motor in one. Asking the board to pitch in and put approximately 50% towards the repairs on the one bill which was \$12,000 and it not effect their stipend. Jay was not available this evening to ask, Derek requesting in his place. When the ambulance broke down it was on its way to Winchester Medical Center with a patient. ~~We have been doing pretty well on our budget, last month budget was a little high due to contracts coming due and paying out one of the stipends.~~

George makes motion to approve 50% payment to Fraley's to help with repairs, Jr seconds. Passed (Dave recused himself from voting)

JR ask is there any reason, negative reason such as budgetary, any legal reasons that we shouldn't. Paul states no legal reason. JR ask due to being in front of the Supreme Court twice and does not want any other issues in that manor. Not that he doesn't want to help, he just wants to make sure it is permitted and not a conflict. George states that the money will be coming from the yearly fee being paid by the citizens, it's part of their money and should go back to them, as long as it is permitted. Would need to ask the prosecutor to find that out and make sure there is no conflict.

The Ambulance purchase and the grant Rose is working on will not be available until sometime next Spring on the 35%. We are currently bidding that ambulance that was in the paper this week and should be in next week. Those bid documents should be available by next meeting. That's out there being bid now.

Wardensville and Ambulance Authority both were denied the Federal Fire grants. Paul not sure when it opens again.

Dave with Fraley offers Wardensville their additional Cardiac life pac, if something happens and they need it.

JR mentions the public did ask about the cost of expenses, requesting more detailed information. Paul states Rosie is currently working on them now, January thru. Jr wants to know if it is more detailed on the operations/expenses. Paul does not know if she breaks down but he can ask her to do that. She lumped utilities together, but then broke down payroll. She just completed one at the end of last year. Paul just took down the bank statements as we do not receive them until after the first of the month. **She will be including the money from the fees and the billing.** The only thing she cannot report because it changes on a daily basis are the fees we take in. Report should be completed by the end of this month. JR ask if we can get a quarterly report on the website, Paul reports that is up to Rose. Not sure if Rose put the last one on there, he thought he mentioned it to her. People should be able to stop and get a copy. Should be completed on quarterly basis. Next one should be done at the end of January.

The Audit that we had to have done, is still not back.

Question(s) from public: Does the treasurer report that the Authority provides each month, does that also show the billing to people. No, it does not. So, is that not accounted for anywhere? It is accountable and the public can obtain that information from the Sheriff's office or Finance office. The question is in regards to the Medicaid and insurance. Rosie is to include that in her statements. The Financial statement that ended June 30th reflects nothing from what Derek had billed. Why was this statement provided if it is not correct? Paul clarifies that Rosie did not have those figures and we had not included them, because fees had not started coming in until March. Then we started providing Rosie the statements. It is in a separate savings account. The deposits go directly into the account from Premier who does the collecting of the insurance billing.

Then the question was posed is that why the CPA made the statement on the financial report "that management has elected to omit substantially all of the disclosures ordinarily included with a financial statement prepared in accordance with a cash basis of accounting. Statement from Dr. Rexrode, the statement is a boiler plate type of statement and she has seen it made with other organizations.

Retirement program for Employees

Paul has not done anything regarding retirement program, needs to sit down with Derek and look that over.

By- Law changes

George has made some changes and has to add a couple of things from federal.

Grants

None available at this time. One that Rose was working on has closed out for this year and will not be available until sometime next year.

Comments

Bill questioned why the website states we are available 6am to midnight when we are now available 24 hours. Rose to correct

Derek provides information regarding group purchase with Stryker & Physio

Option 1: HCEAA buys all equipment and allows Wardensville to use (with this option, Wardensville would pay for the service & annual preventative maintenance on the equipment they are using)

Option 2: Each company buys their own equipment & it is theirs

We can lock in the rate/price up to 9 months

Stryker Powercot XPS Base	17,468.88
Add on options Total	21,528.32
StairChairs x 2	7,631.20
Total:	29,159.52
Service Agreements	- 5,508.58
Finance Total	23,650.94

5 annual payments of \$6597.66

Physio 3 Lifepak 15's	87,050.40
Lucas device	13,079.00
McGrath	2,255.00
Trade In Lifepaks 12x12	(10,000.00)
Total Cost	124,374.87
Service/Startup	- 18,972.00
Total Financed	105,402.87
7 annual payments of \$16,514.24	

JR motions to lock in the rate/price, Ron 2nds, passed
George recuses himself from the vote

Derek has begun talks with Mathias/Baker to obtain their Lifepaks & other equipment that is just sitting there. JR would like to send another letter to Mathias/Baker. Derek is hoping to be invited to their meeting which is on the 1st Wednesday of the month at 7pm

Discussion regarding getting pricing/bidding from other companies

JR motions to amend the previous motion to allow Derek to bid out for similar products, Ron 2nd: Passed
(George recuses himself from the vote)

Derek request to put drivers on roster and to be paid per call / per hour, part time. Suggest \$9 - \$9.50 an hour. This will be from time, calls go out to time back in station. Currently looking at 3 drivers now.

George motions to hire PT driver for \$10 an hour, Tim 2nds – passed

Dave request to address the board, regarding his removal from the board. Very upset with the way he was informed and felt he was being discriminated against. Approximately 3 months ago, it was brought up that there could be a conflict of interest. Based on code, County Commissioners can remove someone from the board. An attorney, representing Dave and Fraley's disagrees with the code and he will be discussing with Lucas again. He feels Lucas has a broad interpretation of the statute.

Paul suggest that they put back on the Agenda for the next County Commissioners meeting. Need to obtain further advisement from Lucas and no action being taken at this time.

Next meeting November 08, 2017 at the Baker Location
JR motions to adjourn at 8:20pm, Bill seconds.

 Chris Wood, HCAA Executive Secretary