

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE JANUARY 11, 2017
STARTING AT 6:30 P.M.
MEETING AT THE HCEAA BUILDING
BAKER, WV 26836**

AGENDA:

- CALL TO ORDER/ROLL CALL
- APPROVE DECEMBER 14, 2016 MINUTES
- TREASURER'S REPORT
- COMMITTEE REPORTS
- SPECIAL REPORT(S)

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE, SUPPLIES UPDATE
- FRALEY'S, WARDENSVILLE, MATHIAS/BAKER, 911 CENTER UPDATES
- EMPLOYMENT—PART AND FULL TIME
- TRAINING
- DRUG/EQUIPMENT INVENTORY REPORT

NEW BUSINESS:

- COUNTY COMMISSION UPDATE
 - APPROVAL TO PAY INVOICES
 - UPDATE ON BILLING FOR THE HCEAA
 - APPROVAL FOR SIGNATURE ON THE CHECKING AND SAVINGS ACCOUNTS
 - COMMENTS—DEREK ALT, JEFF SNYDER, LUKE STUMP, DR. REXRODE AND OTHERS
 - GRANTS
 - PUBLIC COMMENTS
-
- NEXT MEETING DATE, FEBRUARY 8, 2017, LOCATION TO BE AT HARDY COUNTY 9-1-1 CENTER.

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING AT THE **HCEAA AMBULANCE BUILDING, BAKER, WV ON THE 11th of JANUARY, 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.

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
P. O. BOX 671
MOOREFIELD, WV 26836

The Hardy County Emergency Ambulance Authority met on January 11, 2017 at the HCEAA bldg. in Baker, WV for their regular scheduled meeting.

Members Present:

Ron Crites Paul Lewis
George Crump Dave Pratt
J.R. Keplinger Dr. Carmen Rexrode

Absent:

Art Cerami
Mary Fishel

Public:

6 citizens were in attendance
(see attached sheet)
one employee

President Paul Lewis called the meeting to order at 6:40 PM which was followed by Pledge of Allegiance and prayer..

Approval of the October Minutes—A motion was made by JR Keplinger to approve minutes. Ron Crites seconded (motion passed)

Treasurers Report—In the absence of Tim Ramsey, Paul Lewis reported that there was a 9,807.41 balance in account.

Committee Reports—none

Special Reports—none

Old Business

Building, Equipment/vehicle, supplies update-

Building- fire alarm was tripped. After some confusion regarding passcode, etc. everything was worked out.

Equipment-Computers will be need to be purchased for use of image trend software provided by billing company.

Supplies- no report

Vehicles- 379 should be back this weekend or the beginning of next week. Some trouble at facility regarding breakdown of necessary machinery. Winter tires have been placed on chase unit as approved last month. 376 had drop chains removed before purchased. Need to look into purchasing another set. Also lights still have intermittent functions due to circuit board. There seems to be some leakage from rear of ambulance. This will be investigated.. Derek Alt is still looking into installing safes in chase vehicles for narcotic medications.

Fraleys, Wardensville, Mathias-Baker and 9-1-1 center updates-

Number of calls for December was:-Fraleys-112, Mathias Baker-45, Wardensville-19, HCEAA-44. New tower is progressing and should be operational soon. No other reports were given

Part and Full Time Employment

A part time medic has been hired. Other applications are being reviewed for other positons. Also, EMT's applications are being reviewed. February 1 is the target date for 24/7 operation so it is hoped that we will be fully staffed at that time. A special meeting will held on Wednesday, Jan 18 to discuss protocol for 911 operation.

Training

New EMT class will be starting in January 18 at the community college. Dave Pratt will be the instructor.

Drug/Equipment Inventory

No report

New Business

County Commission Report

There was a work session on Jan 11, 2017 at 5 PM to finalize the ambulance fee ordinance. A vote will be on the commission agenda on February 7 at 11 AM for the ordinance to take effect on July 1. Statements for the ambulance fee should go out within the next week or so.

JR Keplinger is still the county commissioner representative for HCEAA at the present time but it may change.

Approval to Pay invoices

Several bills were discussed regarding the increase compared to last month. A motion was made to pay these invoices by George Crump. Seconded by JR Keplinger (passed).

Committee on billing for the HCEAA:

George Crump reported that the final billing meeting will occur on January 16 at 6:30 at the Baker building. At this time, the contacts will be available for signature and any questions will be answered regarding billing. Any last minute forms, etc and payment for Medicare application will be completed so that HCEAA can start billing on February 1. There was some concern that Medicare requires a physical address for the facility on the EMS license. It was moved by JR Keplinger(seconded by George Crump) to authorize Derek Alt to obtain a locked mailbox and notify the post office of the address change from the post office box in Moorefield. Also the office of EMS will be notified so the address can be altered on the license. Motion passed

A bank account and post office box was established for insurance payments. The signatures for this account will the same as the operating account.

It was noted that the persons listed on the account need to be updated. A motion was made by JR Keplinger to remove Greg Greenwald as an authorized signature, reduce the number of individuals authorized to sign to the three remaining. In addition officers need to be changed to reflect Paul Lewis as president, Tim Ramsey as secretary and Ron Crites as board member.

The bank needs this reflected in the minutes:

Paul Lewis, Tim Ramsey and Ron Crites are the only persons authorized to sign checks for the checking and/or savings account and that 2 signature are required on each check. Motion was seconded by Ron Crites (passed)

Employment comments –Derek Alt, Luke Stump, Jeff Snyder,
none

Public Comments

Mr. Craig Strawderman from Mathias Baker VFD submitted a proposal for 911 response. No action could be taken on this as it was not on the agenda. A special meeting will address this issue and also the HCEAA 911 response protocol. Meeting was set for Tuesday, Jan 17 but was changed to Jan 18 due to conflict. Meeting will be held at the 911 center in Moorefield.

Mr. William Mooney had concerns and questions regarding ALS availability starting February 1. He was told that although we will staff the station 24/7 there will be no guarantee that a medic will be on every call. We will strive to provide the best care possible. Also he had concerns about personal bonds and the budget.

At the meeting on Jan 18 an amendment to the bylaws will be discussed along with a preliminary look into the budget that needs to be submitted at the February meeting.

Mr. Jay Fraley gave a detailed breakdown of company 76 calls for 2016.

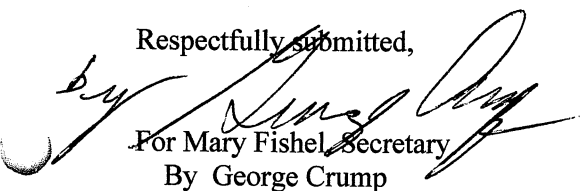
Grants-

Still waiting on the AFG grant to purchase a new ambulance. No action expected until March

Next Meeting Date-There will be a special meeting on Jan 18 at 911 center to discuss above items. The next regular scheduled meeting will be held at 6:30 PM at the 911 building in Moorefield on February 15, 2017.

With no further discussion, a motion was made to adjourn by JR Keplinger and seconded by Dave Pratt. (passed) Closed meeting at 7:45 PM

Respectfully submitted,

by 
For Mary Fishel Secretary

By George Crump


President

Print Name

Sign

Jean Flanagan
Travis Park

Thomas P. ...

~~As you know~~

JAY R. Fraley

Jay R. Fraley

William MOONEY

Craig Strawdetman

