

HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY

WEDNESDAY, MARCH 11, 2020 MEETING NOTICE

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING ON **WEDNESDAY, MARCH 11, 2020 AT THE HARDY COUNTY EMERGENCY AMBULANCE BUILDING, BAKER, WV, AT 6:30 P.M.** THE MEETING WILL BE THE BUSINESS MEETING AND WILL BE OPEN TO ALL MEMBERS OF THE PUBLIC. A QUORUM OF THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY BOARD IS SCHEDULED TO MEET AND 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
MEETING DATE WEDNESDAY, MARCH 11, 2020
STARTING AT 6:30 P.M.
MEETING AT THE HARDY COUNTY EMERGENCY AMBULANCE BUILDING
BAKER, WV

AGENDA:

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

OLD BUSINESS:

- BUILDING, EQUIPMENT/VEHICLE
- REPAIRS TO VEHICLES
- FRALEY'S, WARDENSVILLE, HCEAA, 9-1-1 CENTER UPDATES
- TRAINING

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - 2020-21 BUDGET APPROVAL
 - REQUEST FOR RELEASE OF FUNDS TO FRALEY AMBULANCE
 - APPROVAL TO PAY INVOICES
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
-
- **NEXT MEETING DATE, APRIL 8, 2020 LOCATION TO BE AT THE HARDY COUNTY 9-1-1 CENTER, MOOREFIELD, WV 26836**

Hardy County Emergency Ambulance Authority

March 11, 2020

Present: Paul Lewis: President, Doug Coffman: Secretary, Fran Welton, Ron Crites, Derek Alt: HCEAA Executive Director

Absent: Tim Thorne: Vice President, Tim Ramsey: Treasurer, Harold Michael: Hardy Co. Commission Representative

Guest Present: Jean Flanagan with the Moorefield Examiner, Nathan Kesner: HCEAA Asst. Director, 2 Employees of HCEAA, Tina Todd.

President Paul Lewis called meeting to order at 6:35 pm followed by the Pledge of Allegiance and prayer.

Minutes:

Doug makes a motion to approve February Minutes, Ron seconds. Motion passed

Treasurer Report:

Derek reports as of February 29th, the Checking account has \$4,788.34 and the Savings Account has \$168,687.86.

We do not count the special revenue account (Ambulance Service Fee), we just monitor that account.

Committee Reports:

Advisory Committee: Nothing to Report

Building, Equipment/Vehicle, supplies update

Building: Called D&D and to go to a tankless system in the bathroom. D&D stated we would have to have more water pressure coming into the building, which then we would have to change the water line coming into the building.

Equipment: Monitor's and the Lucas had their annual PM last month, reporting no problems.

Vehicles: Transferred the Durango to Wardensville. Nothing to report for the 2 Chase Units. 372, 371 Nothing to report. #376 just returned from the shop. Nathan reports it was serviced for basic maintenance and the left rear brakes. Nothing else to report.

Ambulance Calls:

Calls for October: HCEAA 55 Wardensville 16 Fraley's 110

911 is currently testing for Dispatchers.

Training: Derek reports, currently he and Nathan will be going to Clarksburg in a couple weeks, getting their instructors certification. The idea is that between the two of them, be a training center. Derek's ME certification is still in process. Currently in discussion, from a suggestion from an EMT, they are discussing the development of a training program for the public for choking combining with stop the bleed with an emphasis to restaurants and service personnel.

Fran suggest including the advanced first aid training. Derek states they do want to throw in too much at first, they are just talking about basic first aid/CPR. Dispatchers are trained to provide information over the phone in certain situations.

Paul reports the state will start funding for the "Stop the Bleed kits", need to get the application in by March 27th.

Derek asked Paul if he had spoken to Bryan Ward about the possibility of getting vest through a grant, for EMT's and Paramedic's. A gun and a knife pulled has been pulled on one of his EMT's while on a call.

Commission Meeting: Holding a special meeting on Thursday, making changes to the ordinance for the Ambulance Authority.

2020 – 21 Budget:

Before going directly into the Budget, Paul brings the discussion about the request for release of funds to Fraley Ambulance before the board based on the motion from last meeting for the purchase of their own reporting system. We would be spending over \$10,000.00 to obtain a reporting system for the county. HCEAA and Wardensville would be under one package, having their own system and Fraley's would be under a separate package, having their own system. Nathan Kesner explains, it is cheaper to do a regional package (the more systems you have combined overall in one system) with the new company, Image Trend. It is based on a tier of the number of calls you have, combining all the calls from the different ambulance agencies. The initial pricing received was based on Grant Co., Fraley's Ambulance Service, HCEAA and Wardensville. Which would be a cost of \$9,400.00 then subsequent years the cost will go down. Now based on a three-party system (HCEAA, Grant Co. and Wardensville) it will be a of cost \$8,100.00 and for Fraley's Ambulance Service to have their own separate system it will be approximately an additional \$5,000.00. Costing Hardy County approximately \$13,000.00 overall. Derek states that for a singular agency what was going to cost \$6k or \$7k will now cost us \$10k or \$11k.

Doug interjects that he thought Fraley's was out, that at the last meeting it was approved to give them \$5000.00. Paul states that it was approved to give them \$5000.00 but he is not sure that everyone understood the motion because he did not. Derek states it was approved to put into the 2020 – 2021 budget not in the current budget. Doug states that this could be a very practical plan but is Fraley's willing to do this? Derek states he has asked but they have not given an unofficial answer. The unofficial answer that Fraley's provided is they want their own system that they can control, but they have been after him for five years to be cost effective and they could save them several thousands of dollars over a number of years. He feels that Hardy County should not have to pay for Fraley's right to have their own system. Nathan explains that each agency will have ultimate control over their own system and permissions. We would be a system coordinator, where we would be able to reactivate an agency if they accidentally deactivated or insuring government compliance. Doug states if Fraley's is purchasing their own system then, Derek interjects they want us to pay for it. Doug states we knew this two months ago, then how did we get to where we were last month? Derek states that it was pushed

through before they could explain it. Paul states Harold made a motion and it was approved without any discussion. Paul states that if we approve the 20-21 budget that means we will have to take the \$5000 out of the current budget, Doug disagrees and states that if they are in the process of purchasing the system they will be out the funds and will have to wait until July to receive the funds from the HCEAA.

Fran makes motion that the Ambulance Authority pays \$2767 which would be Fraley's portion of the fee, instead of paying \$5000. Motion dies due to lack of second.

Paul states there is only 2 ways the budget will work and not go into the red. If we have an excess left over from this year or if the County Commission decides to start taking people to court that have not paid for the 3 years, he can see that starting to increase on the number of people not paying based on the fact that we are not doing anything with the ones that haven't paid.

Derek states that Paul is correct, our expenditures are exceeding our income. We may have to look at other revenue streams or cut services. We are putting a lot of money into other agencies and other areas. If you look at the overall in what we are giving out then what we are getting in return regarding Company 1, it's a little one sided. Recently, they have been operating at a 40% response rate. We added a third person nine months ago, to assist Company 1 with calls. Derek provided a call breakdown. Between us and Company 8, we are handling over 50% of the calls. We give them a stipend of \$15,000, we have this third person that we now pay to staff and cover the daytime calls. The problem is that they will not commit to an on-call schedule. So, there is no way of knowing.

If you consider payroll for that third person, plus \$15,000 stipend, plus now they are requesting another \$10,000 and the additional money for training locally. We gave them a vehicle. Derek would like to know what the board would like to do.

Doug states that he doesn't have a problem with the \$15,000 stipend but what it has given us is cooperation and understanding. We have come to understand that we need Company 1 and Fraley's. It's not a secret. He didn't say that he agrees with that understanding. The commission doesn't seem to be concerned with the issue. The commission juried us to do something then slammed the board publicly. I do not know what else to do with this. No one else seems to be concerned that they are only covering 40% of the calls. The problem has always been they cannot commit to what they can provide. Can we pass a budget that will already be in the red?

Paul ask what is the \$140,000 for equipment replacement, what are you thinking there? Derek explains that is your capital. That is for both new ambulances. We still owe 2 years on the equipment we purchased.

Fran ask what is included in the \$10,000 miscellaneous. That is for unexpected expenses that you don't know what line item the expense will fall under. You will create a line item for that in the next year's budget.

Derek states we are at a point, well we are not there yet, but in the next budget year we will have to discuss either a decrease in the level of service we provide, decrease funding, different revenue streams. Over the next year we are going to have to have some very real discussions.

Motion made by Ron to approve the budget with revision, Doug seconds. Motion carries

Board/HCEAA Personnel Comments:

Fran shared that Rose stated she found everything a mess with the Accounts Receivable and that she had 6 pages of exemptions and that she retracted all the exemptions. So, there may be a concern when the new bills go out. She is concerned with the possibility of phone calls.

Public Comments:

Jean would like to be shown in the statute where it states that the county commission can spend the money they collect. She has reviewed the statute several times. She believes that the board is the only entity that can spend it. Paul states that is his understanding as well, but Greg Ely stated that the commission could do what they wanted to. She would like the board to investigate that.

Approval to pay invoices:

Doug makes a motion for approval to pay invoices - Ron seconds. Motion carries.

Motion to enter Executive Session by Doug and Ron Crites seconds, Motion carried.

Motion to leave Executive Session by Doug and Fran seconds. Motion carried

No motions made during Executive Session.

Motion to adjourn meeting by Doug and second by Fran.

Next meeting, April 8th, 2020 at 6:30pm, at the Baker building.

Meeting Minutes prepared by Tina Todd.

ESTIMATED REVENUE:

INCOME FROM BILLING AMB SVC FEE:	\$850,000.00
INCOME FROM BILLING INSURANCE CO:	\$201,900.00

TOTAL ESTIMATED REVENUE: \$1,051,900.00

PERSONNEL COSTS:

SALARY AND WAGES	\$340,000.00
FICA TAX, UNEMPL TAX	\$125,000.00
HEALTH INS & ADM COSTS	\$58,000.00
WV CORP-WORKERS COMP	\$36,250.00
RETIREMENT	\$78,000.00

TOTAL PERSONNEL COSTS: \$637,250.00

EXPENSES:

ADVERTISING & PUBLICATIONS	\$550.00
BUILDING/GROUNDS	\$15,000.00
DEPARTMENT/OFFICE SUPPLIES	\$2,500.00
EQUIPMENT MAINTENANCE	\$10,000.00
EQUIPMENT REPLACEMENT	\$140,000.00
FRALEY'S (CO.76)	\$60,000.00
FUEL	\$20,000.00
LEGAL	\$12,000.00
MEDICAL SUPPLIES & MEDICATIONS	\$13,000.00
MISCELLANEOUS EXPENSES	\$10,000.00
POSTAGE	\$1,000.00
PROFESSIONAL SERVICES	\$38,000.00
REFUNDS-FEE/INSURANCE	\$2,000.00
TRAINING & EDUCATION	\$7,000.00
UNIFORMS	\$2,000.00
UTILITIES	\$20,000.00
VEHICLE MAINTENANCE	\$25,000.00
WARDENSVILLE (CO.1)	\$15,000.00
WV CORP BUILDING/PROPERTY	\$16,600.00

TOTAL EXPENSES: \$409,650.00

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TOTAL PERSONNEL COSTS \$637,250.00

TOTAL EXPENSES & PERSONNEL COSTS \$1,046,900.00

