

## **MEETING NOTICE**

### **HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**DECEMBER 8, 2021 MEETING NOTICE**

**AT THE HCEAA BUILDING**

**17940 STATE ROAD 55, BAKER, WV**

**MEETING TIME WILL BE 6:30 P.M.**

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING ON **WEDNESDAY, DECEMBER 8, 2021 AT 6:30 P.M., AT THE HCEAA BUILDING, 17940 STATE ROAD 55, BAKER, WV.** THE MEETING WILL BE TO DISCUSS THE REGULAR BUSINESS OF THE AUTHORITY. 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 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 DECEMBER 8, 2021**  
**STARTING AT 6:30 P.M.**  
**MEETING AT THE HCEAA BUILDING**  
**17940 STATE ROAD 55**  
**BAKER, WV**

**AGENDA:**

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES
- TREASURER'S REPORT AND AUDIT REPORT

**OLD BUSINESS:**

- BUILDING, EQUIPMENT/VEHICLE
- FRALEY'S, WARDENSVILLE, HCEAA, 9-1-1 CENTER UPDATES
- TRAINING
- CONTRACT FOR WEST HARDY EMERGENCY MEDICAL SERVICES
- FINANCING OF NEW AMBULANCE

**NEW BUSINESS:**

- COUNTY COMMISSION MEETING
  - UPDATE ON PURCHASE OF AN OPEN TRAILER FOR THE ARGO
  - PURCHASE OF NEW EQUIPMENT
  - APPROVAL TO PAY INVOICES
  - COMMENTS—BOARD MEMBERS AND EMPLOYEES
  - PUBLIC COMMENTS
  - PERSONNEL
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- NEXT MEETING DATE, JANUARY 12, 2022, LOCATION TO BE AT THE 9-1-1 CENTER, 157 FREEDOM WAY, MOOREFIELD, WV

## Hardy County Emergency Ambulance Authority Minutes for December 8th, 2021

Present: Paul Lewis: President, Doug Coffman: Secretary, Jay David Fansler: County Commission representative, Fran Welton, Derek Alt: HCEAA Executive Director

Absent: Tim Ramsey: Treasurer, Tim Thorne: Vice President, Ron Crites

Guest Present: Milda Mullins - Moorefield Examiner, Mary Jo Johnson – WHEMS, Dusty Wratchford – WHEMS, Dr. Carmen Rexrode: Medical Director by phone, Tina Todd

President Paul Lewis called meeting to order at 6:36pm, followed by Pledge of Allegiance and Prayer.

### November Minutes:

Paul requested title to be changed to Agenda notes

### Treasurer Report:

Derek reports as of December 1<sup>st</sup>, total expenses for the month of November \$107,563.54. The total revenue for the month of November was \$94,254.48. Currently the checking account has \$59,389.25 and the savings account has \$114,387.75.

### Ambulance Calls:

Alerts for September: HCEAA	86	Wardensville	22	Fraley's	122
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Paul reports the 911 center has updated radio software. OEM is working on getting a new tower in the Mathias area.

### Old Business:

#### Building Grounds, Equipment/Vehicle

**Building:** No update on roof situation.

#### Equipment:

Bids for EMS cot and for cardiac monitor for unit 373 are currently open. A stair chair, lower cost supplies and equipment for unit 373 have been purchased. Some equipment is on backorder, currently they do have one cot that will fit the new style center mounts (purchased in 2017). We could retrofit our two older cots at \$4,000.00 each. These two cots are 13 years old and about to the end of their service life.

2017 equipment purchase is set to be paid in full in the next quarter. Derek recommends entering into discussions with the other county agencies and updating needed equipment with a new equipment purchase after the 1<sup>st</sup> of the year.

**Vehicles:**

Units 381/383 are in service, nothing to report.

Unit 371 is in service, nothing to report.

Unit 372 is in service, nothing to report.

Unit 373 – Everything is ordered and in transit to place the unit in service, minus the cot and cardiac monitor. Looking to have the unit serviceable between Jan 1<sup>st</sup> and Feb 1<sup>st</sup>

Unit 376 is in service and nothing to report.

ARGO Is in service – a trailer has been found in Elkins. Fran spoke to Eugene Rinker with ER Excavating and he requested specifications for the trailer and Argo. He work with our specifications and he can make a donation.

**Drug/Equipment:** Nothing to report

FY20 is complete and a copy of the report is available for review. No deficiencies noted, all deficiencies from previous audit have been corrected.

**Training:**

There is an Initial EMT-B course coming up after the first of the year in Petersburg.

**Contract for West Hardy Emergency Medical Services**

Derek states board approval is needed to enter into an agreement (contract for service), see attached, with West Hardy EMS to provide emergency service to the area currently being serviced by Fraley Ambulance Service.

Motion made to enter into agreement with WHEMS by Doug, Fran 2<sup>nd</sup>. Motion carries

**New Business:**

**Commission Meeting:** Nothing to report

**Finance of New Ambulance:**

Financing with Grant County Bank completed today and once the title is received, the unit will get licensed. They were able to obtain the same terms as previous loan agreements, with 5 year payoff. First payment is scheduled for August 2022.

**Approval to pay invoices:**

Motion made for approval to pay invoices by Fran, Doug 2<sup>nd</sup>. Motion carries

Motion made for installment of contract payment be pushed into January 2022 by Jay, Doug 2nds. Motion carries

**Board Member and Employee Comments:**

Doug observed, recently there was an emergency call at the Kac Ka Pon restaurant in Wardensville. Company 1 EMS responded, the call was nothing serious. A few minutes later company 3 responded and showed nothing but complete professionalism. Customers in the restaurant noticed and even commented on the difference between the 2 ambulance companies. One note, one person from company 3 was not wearing a mask but none with company 1 wore mask.

**Public Comments:** No comments

Motion made to move into Executive Session at 7:22pm made by Doug, Jay 2nds. Motion carries  
Motion made to leave Executive Session at 8:00pm by Doug, Jay 2nds. Motion carries  
No motions made during this Executive session.

Meeting adjourned at 8:10pm.

Next meeting: January 12th, 2021; 6:30pm at the 911/OEM building.

Meeting Minutes prepared by Tina Todd.

