

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY
MEETING DATE WEDNESDAY, FEBRUARY 12, 2020
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
- BUDGET HEARING
- 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
- CONTRACTS FOR WARDENSVILLE RESCUE

NEW BUSINESS:

- COUNTY COMMISSION MEETING
 - APPROVAL TO PAY INVOICES
 - COMMENTS—BOARD MEMBERS AND EMPLOYEES
 - PUBLIC COMMENTS
 - PERSONNEL
- **NEXT MEETING DATE, MARCH 11, 2020 LOCATION TO BE AT THE HARDY COUNTY 9-1-1 CENTER, MOOREFIELD, WV 26836**

Hardy County Emergency Ambulance Authority

February 12, 2020

Present: Paul Lewis: President, Tim Thorne: Vice President, Tim Ramsey: Treasurer, Fran Welton, Ron Crites, Harold Michael: Hardy Co. Commission Representative, Derek Alt: HCEAA Executive Director, Tina Todd: HCEAA Accounts Receivable

Absent: Doug Coffman: Secretary

Guest Present: Jean Flanagan with the Moorefield Examiner, Nathan Kesner: HCEAA Asst. Director, 1 with WDWL Co. 3, 1 with Co. 76, Carmen Rexrode: Medical Director, 3 from the public

President Paul Lewis called meeting to order at 6:30 pm followed by the Pledge of Allegiance and prayer.

Budget Hearing:

Derek reports Fraley's Ambulance Service requested \$60,000 and an additional \$5,000.00 for Charting software, for a total of \$65,000.00. Wardensville has requested \$15,000.00, an additional \$1000.00 for Cardiac Monitors, an additional \$10,000 towards replacement of a power cot. Also has requested, an additional undetermined amount for training and retention. Changes made this year to the line item budget: Salary amount increased due to supplemental coverage. Tax amount increased which is in line with the above mentioned. Building and grounds amount increased based on the average. Collections has been removed due to the recent decision by the Commission to move the accounts receivables to the courthouse. Equipment replacement amount increased due to the purchase of Ambulance 372. Fuel amount increased due to rising cost and the increase of number of calls. Legal has increased based on the average. Uniform amount has increased due to rising cost. WV Corp Building and Property amount increased but is in line with last year's numbers.

Paul suggest if the purchase of a power cot for Co.1 is approved, that the Ambulance Authority purchase and own the power cot. Jeff, representative of Co. 1, states they have no issue with the power cot being purchased and owned by HCEAA.

Finalizing of the budget will take place in the March meeting.

Harold makes motion to approve the amount including the classes for Wardensville & Fraley's Ambulance Service, Fran seconds. Motion passed

Minutes:

Ron makes motion to approve January Minutes, Tim Thorne seconds. Motion passed

Treasurer Report:

Derek has transferred the bookkeeping from Excel to Quickbooks.

Derek reports as of February 1st the Checking account: \$2,867.39, Savings Account: \$192,088.60 and the special revenue (Special fee) \$348,941.28.

Total expenses for the month of January \$111,528.22.

Currently the checking account has a balance of \$67,697.84.

Committee Reports:

Advisory Committee:

George Crump has been out, no meetings have taken place.

Building, Equipment/Vehicle, supplies update

Building: Derek request to explore options to replace the toilets to commercial type toilets. It would be for the men and women's public bathrooms, mostly utilized by E.A. Hawse.

Equipment: Annual PM's were preformed last month for the 5 county owned monitors and the 2 Lucas monitors. There were no problems.

Vehicles: Nothing to report, all are running well.

Ambulance Calls:

Calls for October: HCEAA 82 Wardensville 26 Fraley's 108

Jay stated they had not been receiving CAD's. Paul reports 911 had a system upgrade and that stuff got blocked. Paul stated when that happens, he can do a printout of all the calls.

Jay reports he is seeing an increase in signed referrals.

Paul reports he will be down two dispatchers.

Training:

CPR class on February 15th, 10am in Baker. Open to everyone and cards are \$30.00.

EMT class in 5th week and currently has 13 people.

ACLS class in Franklin at the end of March.

Commission Meeting:

Voted to move the Account Receivables to the courthouse and Commission to oversee, effective March 1, 2020.

Board/HCEAA Personnel Comments:

Derek reports we are in the middle of an audit, the company they are dealing with is a little different than previous. There is an audit meeting on the 13th at 10am, for their onsite visit.

Public Comments:

Jay ask if there is going to be another Grant for Narcan. Derek states that he is not aware of any, he knows that they are changing protocol with Narcan.

Jay ask if there is anything people need to be aware of with the Coronavirus. There are no reported cases in WV. Dr. Rexrode states if you are doing the universal precautions and respiratory precautions you should be ok. We are seeing a lot of the flu and the symptoms are similar to the flu.

Approval to pay invoices:

Harold makes motion for approval to pay invoices - Tim Ramsey, Fran seconds. Motion carries.

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

Motion to leave Executive Session by Tim Ramsey and Harold seconds. Motion carried

No motions made during Executive Session.

Motion to adjourn meeting by Tim Thorne and second by Harold.

Next meeting, March 11th, 2020 at 6:30pm, at the Baker building.

Meeting Minutes prepared by Tina Todd, HCEAA Accounts Receivable.