

DRAFT

BERKELEY COUNTY EMERGENCY AMBULANCE AUTHORITY

MINUTES

THURSDAY, JANUARY 28, 2016

Members Present

John Taylor
Mike McGinnis
David Irvin
Doug Copenhaver
Tim Feltner

Employees Present

Brian Costello
Carla Robinson
Chad Winebrenner
Brinton Byers
Karen Scheuch
Lynn Chapman
Chris Fincham
Deb Nichols
Colton Hartman

Visitors Present

Selena Reed & Family
Christine Costello

David Irvin gave the Opening Prayer.

David Irvin led the Pledge of Allegiance.

David Irvin called the meeting to order at 6:00 p.m.

Approval of Agenda

Action Taken

Doug Copenhaver moved to accept the Agenda as written. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

Approval of Minutes

Action Taken

John Taylor moved to approve the Minutes of the December 2, 2015 Board of Directors meeting. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

PUBLIC COMMENTS

There were no public comments.

EMPLOYEE COMMENTS

Colton Hartman advised that during the snow storm, he felt that the BCEAA were well represented from a crew and leadership point and he felt safe.

Doug Copenhaver responded that it was a team effort and thanked everyone who helped during the snow storm.

REPORTS

-President

David Irvin advised that they are setting goals with land acquisition, equipment and budgeting.

-EMS Director

-Presentation-Selena Reed (Honorary EMS Member)

Brian Costello presented a certificate, EMS coat and EMS coin to Selena Reed and made her an Honorary EMS Member of the BCEAA for her composure in calling 911 when she and her mother were in a motor vehicle accident.

-Financials

Brian Costello went over the financial sheets with the Board and answered questions they had pertaining to the budget. Doug Copenhaver commended Costello on preparing the 15 year plan.

-Field Chief

Chad Winebrenner reported to the Board what steps were made for coverage during the snow storm. Winebrenner advised that there were an average of 43 calls per day when the normal call volume is 23 calls per day. Winebrenner added that they had 100% participation from the full time staff, with no workers' compensation injuries and had counted on State resources from the Governor, but didn't get help until late. Winebrenner advised that when their units got stuck in the snow, there were a lot of good Samaritans who helped get the ambulances out. Costello advised that the excess cost during the snow storm was approximately \$22,500.00.

COMMITTEES

-Finance Committee – John Taylor

John Taylor advised that Costello provided a 15 year plan for equipment replacement and they would try to meet to put it into a spreadsheet by the next meeting.

-Equipment Committee – Tim Feltner

Tim Feltner inquired about the ambulance that was at Apple Valley Chevrolet. Byers advised that the ambulance had been received back today. Feltner would like to set up a meeting to speak with Costello.

-Facilities Acquisition Committee – Mike McGinnis

Mike McGinnis advised that the two property owners' for the property that the BCEAA were interested in will not reduce their prices. Copenhaver advised to enter into a possible agreement with a feasibility study on multiple properties and weigh out the differences and go from there. Copenhaver added that he spoke with Dick Kline from Alpha & Associates and the Brickyard may be interested in selling a piece of property straight out. McGinnis added that they needed to have a discussion during Executive Session.

-Ad Hoc Committee on Human Resources- David Irvin

There was nothing to report.

-Grant Writing Committee – EMS Director

Costello reported that they will put in for a \$297,999 grant for radios for this year.

RESCUE CHIEFS

-Company 30 Hedgesville VFD – Chief Kidwell

Chief Kidwell was not present.

-Company 50 Back Creek Valley VFD – Liaison Brad Roberts

Brad Roberts was not present.

-Company 60 Baker Heights VFD – Captain Mauck

Captain Mauck was not present.

-County Fire Department – Director Gochenour

Director Gochenour was not present.

UNFINISHED BUSINESS

NEW BUSINESS

-Exonerations*

There were a total of 37 requests for exoneration submitted for approval for the month of December 2015 and January 2016.

Action Taken

John Taylor moved to authorize the President to recommend to the County Council approval of 37 exonerations in the amount of \$2,100.00. There was a second to the motion.

Vote: Ayes (4), Doug Copenhaver abstained from the vote.
Motion Carried.

-15 year plan (Vehicle Replacement) Discussion

Costello went over the 15 year plan he presented the Board of Directors. Costello added that in the plan he advised to sell Medic 98 and that Baker Heights unit will replace it. Copenhaver wished to have the additional cost of maintenance added to the chart.

-10 year plan (Real Estate, Big Ticket Equipment) Discussion

The board went over the plan and Costello answered questions that the board had in reference to the report.

EXECUTIVE SESSION

-Real Estate

Action Taken

Mike McGinnis moved to go into Executive Session. There was a second to the motion.

Vote: Ayes, Unanimous.
Motion Carried.

There were no decisions made during Executive Session.

MATTERS REQUIRING ACTION FROM EXECUTIVE SESSION*

There were no matters requiring action from Executive Session

OPEN COMMENTS

-BCEAA Board of Directors

John Taylor commended the employees for a job well done during the snow storm.

David Irvin advised that he has a client who relayed to him what a good job the EMS did in handling a call at his facility.

-Sunshine Fund

There was nothing collected for the Sunshine Fund.

ADJOURNMENT

Action Taken

Mike McGinnis moved to adjourn the meeting at 7:25 p.m. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

The next meeting of the Berkeley County Emergency Ambulance Authority is scheduled for Thursday, February 25, 2016 at 6:00 pm at 400 West Stephen Street, Suite 205, Martinsburg, WV 25401.

Respectfully Submitted and Approved,

Carla Robinson – Administrative Assistant
Secretary/Treasurer

Date

David Irvin - President

Date