

BERKELEY COUNTY EMERGENCY AMBULANCE AUTHORITY

BUDGET MEETING #1 MINUTES

THURSDAY, MARCH 19, 2015

Members Present

Todd Doub
Dennis McCormick
David Irvin
Tim Feltner

Employees Present

Carla Robinson
Brian Costello
Robyn Fowler
Chad Winebrenner
Justin Murphy
Brinton Byers
Michael Barrett
Lynn Chapman

Visitors Present

Members Not Present

Mike McGinnis
Ross Curtis
Doug Copenhaver

Todd Doub gave the Opening Prayer.

Dennis McCormick led the Pledge of Allegiance.

Call to Order at 6:00 P.M.

Approval of the Agenda

Action Taken

David Irvin moved to approve the agenda as written. Todd Doub seconded the motion.

Vote: Ayes, Unanimous.

Motion Carried.

BUDGET PREPARATION

Costello advised that there is a \$105,000.00 increase for FY 2015-2016. The increase will be on the Direct Billing side of the budget. Costello opened the floor for questions from the Board of Directors. Doub questioned as to how Costello came up with amount to budget for Ambulance Fees. It was explained that generally what is budgeted for the Ambulance Fees is 85% of what is billed each year. Doub advised that there have been

457 permits applied for through his office for new homes in the last year. It was explained that new home permits are not put on the Ambulance Fee system until homes go on the tax bill. There was a discussion in reference to the last time the Ambulance User Fee had been increased, which was four years ago. Doub inquired about the Special Event money that is on the budget in the amount of \$200,00.

Feltner advised that ambulances should be replaced every 5 years or 200,000 miles, in order to do this we would need to purchase one ambulance in the FY 2015-2016 and two in FY 2016-2017. Costello advised that at the Equipment Committee meeting they talked about one ambulance in FY 2015-2016 and one ambulance in FY 2016-2017. Feltner added that he sees a need for a fee increase to fund needed equipment. Irvin agreed that he feels that the BCEAA needs a fee increase for equipment as well.

Irvin addressed line 806 and the extreme overage in that line. He would like to even out the line items so there aren't high and low years. Irvin recommended financing the entire purchase for ambulances, but to put equity towards them.

Costello discussed the grant for the radios. He advised that the grant is for \$437,000 and the BCEAA would be responsible for 20% if it were awarded.

There was a discussion in reference to having a rainy day fund and that the acceptable amount is around 17%.

At this time Costello went through each company budget line by line and pointed out the lines that were over 75% and gave an explanation for each. Costello advised that Budget 715, Office Staff, Line 644, Training & Education are over due to the ABC Conference. The Board wished to increase line 644 from \$1,700.00 to \$3,000.00 and to decrease line 621 by \$1,300.00.

Costello discussed the options presented for proposed salary increases for the staff. He feels there is currently money in the budget to support an increase so there has not been an increased added. Costello was asked what salary option he supported, he advised he supports Option B. Costello added that an increase for the salary employees would be at the boards' discretion.

ADJOURNMENT

Action Taken

Todd Doub moved to adjourn the meeting at 7:40 p.m. David Irvin seconded the motion.

Vote: Ayes, Unanimous.

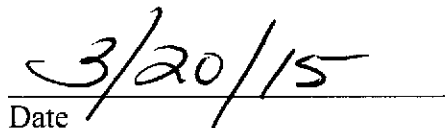
Motion Carried.

The next meeting of the Berkeley County Emergency Ambulance Authority is scheduled for **Thursday, March 26, 2015** at 6:00 p.m. The meeting will be held at, 400 W. Stephen St., Suite 205, Martinsburg, WV 25401.

Respectfully Submitted,

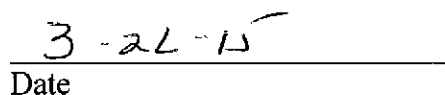


Carla Robinson, Administrative Assistant


Date



E. Dennis McCormick, President


Date