

BERKELEY COUNTY EMERGENCY AMBULANCE AUTHORITY

MINUTES

THURSDAY, MAY 26, 2016

Members Present

David Irvin
Mike McGinnis
John Taylor
Tim Feltner
Sandy Hamilton

Employees Present

Brian Costello
Carla Robinson
Chad Winebrenner
Brinton Byers
Karen Scheuch
Joy Shreck
Deb Nichols
Lois Ilardi
Dawn Petry
Michael Barrett
Chris Fincham

Visitors Present

Lori Murphy
Bobby Murphy

Members Not Present

Doug Copenhaver
Nick Diehl

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

Tim Feltner moved to accept the Agenda as written. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

Approval of Minutes

Action Taken

Mike McGinnis moved to approve the Minutes of the April 28, 2016 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

There were no employee comments.

REPORTS

-President

David Irvin had no report at this time.

-EMS Director

-Financials

Brian Costello went over the financials with the board and advised that the organization is \$71,000.00 over the projected revenues for the year.

-Field Chief

Chad Winebrenner reported to the board that the BCEAA had 733 ambulance responses for the month of April 2016, which are 55 more calls than April 2015. Winebrenner advised that the Public Safety Day was rescheduled for June 11, 2016 due to the rain on May 21, 2016. Winebrenner reported that a group of people from the PR Committee will be working the concession stand at a softball tournament on Sunday, May 29, 2016 at Charlotte Prather Park, Costello and his wife have offered to donate to the PR Committee 10% of what they take in at the concession stand that day.

COMMITTEES

-Finance Committee – John Taylor

David Irvin had nothing to report at this time, the committee has not met.

-Equipment Committee – Tim Feltner

Tim Feltner had nothing to report at this time.

-Facilities Acquisition Committee – Mike McGinnis

Mike McGinnis advised that Copenhaver has been working on the one piece of property that they are interested in. Irvin added that there is a secondary piece of property to look at as well.

-Ad Hoc Committee on Human Resources- David Irvin

There was nothing to report.

-Grant Writing Committee – EMS Director

There was nothing to report.

RESCUE CHIEFS

-Company 30 Hedgesville VFD – Chief Kidwell

Lori Murphy had nothing to report.

-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

-Nothing at this time

NEW BUSINESS

-Exonerations*

There were a total of 26 requests for exonerations submitted for approval for the month of May 2016.

Action Taken

Sandy Hamilton moved to authorize the President to recommend to the County Council approval of (26) exonerations in the amount of \$1,455.00. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

-SOG 6 Update Approval (STO Scheuch)*

Karen Scheuch advised that the changes in the SOG are merely to clean up Section 6.

Action Taken

Tim Feltner moved to accept the changes made to SOG 6 as presented. There was a second made to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

-Retention Stipend for Full Time Staff *

Brian Costello handed out a compensation comparison with various agencies for EMS staff. Costello proposed to give the full-time hourly employees a onetime retention stipend up to \$1,000.00 on July 1, 2016. Costello asked that the board to consider Karen Scheuch and Brinton Byers in getting a \$1,000.00 stipend as well.

Action Taken

Sandy Hamilton moved to accept the proposal from the EMS Director of a onetime retention stipend of up to \$1,000.00 on July 1, 2016 for the hourly employees. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

EXECUTIVE SESSION

-Real Estate

-Personnel

Action Taken

Mike McGinnis moved to go into Executive Session to talk about real estate and personnel matters. 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*

Action Taken

Sandy Hamilton moved to terminate Chief Winebrenner's probationary status immediately and elevate his annual monetary compensation to \$60,000.00 with an effective date of July 1, 2016. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

Action Taken

Mike McGinnis moved to include a retention stipend for Karen Scheuch and Brinton Byers in the amount of \$1,000.00. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

Action Taken

Mike McGinnis moved to increase the EMS Directors pay to \$68,000.00 per year effective July 1, 2016. There was a second to motion.

Vote: Ayes, Unanimous.

Motion Carried.

OPEN COMMENTS

-BCEAA Board of Directors

Sandy Hamilton appreciates the job that is being done.

Tim Feltner feels that the board is headed in the right direction and is proud to be a part of the organization.

Mike McGinnis echoed Feltner's comments.

-Sunshine Fund

There was nothing collected for the Sunshine Fund.

ADJOURNMENT

Action Taken

Mike McGinnis moved to adjourn the meeting at 6:58 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, June 23, 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

6/23/16
Date



David Irvin, President

6/23/16
Date