

**BERKELEY COUNTY EMERGENCY AMBULANCE AUTHORITY**

**SPECIAL MEETING MINUTES**

**THURSDAY, MARCH 1, 2018**

**Members Present**

Nic Diehl  
John Taylor  
Bill Polk  
David Irvin  
Mike McGinnis

**Employees Present**

Brian Costello  
Carla Robinson  
Ryan Barry  
Chad Winebrenner  
Doug Bevis

**Visitors Present**

**Members Not Present**

Sandy Hamilton  
Doug Copenhaver, Liaison

David Irvin called the meeting to order at 5:00 p.m.

**Approval of Agenda**

**Action Taken**

Mike McGinnis moved to accept the agenda as written. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

**UNFINISHED BUSINESS**

**-ePCR Software Recommendation & Selection\***

Winebrenner passed out a product comparison of the ePCR Software bids. Winebrenner contacted the companies he knew had used the products and did a product comparison and cost analysis to compare each bid. Winebrenner advised that Image Trend had the highest up front cost for deployment, but over a five year period it almost averages out going into year six. Winebrenner reported that in the long run, Image Trend will be the

cheaper option. The committee made their decision not only by cost, but they offer a higher level of customization and feel it is a good product that is able to grow with our departmental growth. At this time, the board discussed with Winebrenner the different bids and options. Nic Diehl suggested that Winebrenner speak with Bill Clark about grants available.

**Action Taken**

Mike McGinnis moved to accept the bid committee recommendation to go with Image Trend bid. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

**-Update on Real Estate**

Irvin advised that there will be no update available.

**ADJOURNMENT**

**Action Taken**


Mike McGinnis moved to adjourn the meeting at 5:20 pm. There was a second to the meeting.

Vote: Ayes, Unanimous.

Motion Carried.

The next meeting of the Berkeley County Emergency Ambulance Authority is scheduled for Thursday, March 22, 2018 at 5:00 pm at 400 W. Stephen St, Suite 205, Martinsburg, WV 25401.

Respectfully Submitted and Approved,

  
Carla Robinson – Administrative Assistant  
Secretary/Treasurer

3/22/18  
Date

  
David Irvin – President

3/22/18  
Date