

BERKELEY COUNTY EMERGENCY AMBULANCE AUTHORITY

MINUTES

THURSDAY, JULY 26, 2018

Members Present

David Irvin
Doug Copenhaver,
(Berkeley County Council
Liaison)
Sandy Hamilton
Bill Polk
Mike McGinnis

Employees Present

Ryan Barry
Carla Robinson
Brian Costello
Chad Winebrenner
Brinton Byers
Chris Lovelace
Staci Lentz
Joy Shreck

Visitors Present

Members Not Present

John Taylor
Nic Diehl

David Irvin gave the Opening Prayer.

David Irvin led the Pledge of Allegiance.

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

Approval of Agenda

Action Taken

Sandy Hamilton moved to accept the agenda as written. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

Approval of Minutes

Action Taken

Bill Polk moved to approve the Minutes from the May 9, 2018 special board meeting. There was a second to the motion.

Vote: Ayes, Unanimous.

Motion Carried.

No quorum was present to approve the June 28, 2018 meeting minutes.

PUBLIC COMMENTS

There were no comments from the public.

EMPLOYEE COMMENTS

There were no comments from the employees.

REPORTS

-President

Irvin welcomed Copenhaver back to the board.

-EMS Director

-Financials

Costello went over the FY 17-18 budget for the end of the year. Irvin added that the income was over budget this year which reflects the growth in our community. Costello included that the Safe Harbor Act has been collecting 50% of what is billed out each month. Costello advised that he, Winebrenner and Byers had traveled to North Carolina for the pre build meeting for the ambulances. Costello added that they got the units for approximately \$1,500.00 less per unit than what was budgeted. Costello included that the cardiac units will be approximately \$67,000.00 for the units.

-Field Chief

Winebrenner reported that June 2018 call volume was 787 responses and 545 transports and FY 17-18 a total of 9592 responses and 6686 transports. Winebrenner announced that the American Heart Association has recognized the BCEAA for excellence in cardiac care and we have received Mission Life Line certification for three years in a row. Winebrenner advised that there will be new hire testing the week of August 13th. Winebrenner informed the board that Tim Harthun has passed his Paramedic testing. Winebrenner advised that the MDC's are working well. The board asked Winebrenner questions in reference to how the MDC works and how it helps our crews. Winebrenner concluded that the Bridges to Recovery meeting he was unable to attend.

COMMITTEES

-Finance Committee – David Irvin

Irvin had nothing to report.

-Equipment Committee – Bill Polk

Polk advised that the information on the new ambulances were covered through Costello and Winebrenner's reports.

-Facilities Acquisition Committee – David Irvin

Irvin reported that the BCEAA have received a sketch and preliminary plat. Mary Jo is applying for a final plat and with the preliminary plat; Myers can apply for the grading and construction permit. Irvin added that the first pre construction meeting will be August 1st.

-Ad Hoc Committee on Human Resources- Sandy Hamilton

Hamilton advised that the committee has not met.

-Grant Writing Committee – EMS Director

Costello advised that he hasn't heard anything yet.

RESCUE CHIEFS

-Company 30 Hedgesville VFD – Chief Pearrell

Chief Pearrell was not present.

-Company 50 Back Creek Valley VFD – Liaison Brad Roberts

Brad Roberts was not present.

-County Fire Department – Director Gochenour

Director Gochenour was not present.

UNFINISHED BUSINESS

-Update New Station 97 Project

This information was given during the Facilities Committee report.

-Update on Sale of Property in Back Creek*

-Juanita Files

Costello reported that Juanita Files purchased our Back Creek property in the amount of \$2,500.00 and the funds had been deposited into the banquet account.

NEW BUSINESS

-Exonerations*

There were a total of 18 exoneration requests submitted for approval.

Action Taken

Mike McGinnis moved to authorize the President to recommend to the County Council approval of 18 exoneration requests in the amount of \$625.00. There was a second to the motion.

Vote, Unanimous.

Motion Carried.

OPEN COMMENTS

-BCEAA Board of Directors

Copenhaver advised that the County Council has been working all of their staff very hard and the Council decided to hire Gary Wine as the new Deputy County Administrator today. Mr. Wine will continue to be the IT Director.

-Donations to the Sunshine Fund

There was nothing collected for the Sunshine Fund.

ADJOURNMENT

Action Taken

Mike McGinnis moved to adjourn the meeting at 5:38 pm. 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, August 23, 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

8/14/18
Date



David Irvin - President

8/23/18
Date