

**JCESA BOARD
PACKET FOR
MAY 2016**



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue
Ranson, WV 25438
E-mail – jcesa@jcesa.org
Telephone – 304-728-3287
Fax – 304-728-6221

AGENDA May 17, 2016

The May meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7pm on Tuesday May 17, 2016 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

Roll Call Sign in Sheet

Call to Order

Approval of the April Minutes

Treasurer's Report

Chairman's Report

Management evaluations. Director to bring a sample.

President JCFRA

Director's Report

- Budget Overview
- Review of ambulance fee income and COLA for JCESA employees
- Communications and quickest route update
- CAD Data progress
- State Fire Commission meeting June 2nd and 3rd, 2016
- Director requesting permission to attend Executive Fire Officer and produce an applied research project on the Emergency Services prevention and education in Jefferson County West Virginia.
- Progress on the transition to fire : Deputy Director Hannon
- Update on Volunteer RRT Grant filed on March 24, 2016

It's About Saving Lives...



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Board Member Requests

Committee Reports

Unfinished Business

Request the Board go into Executive session. Update on employee issue and solution.

New Business

- Treasurer Jane Tabb: Develop process and required documentation for distribution of County Commission Fire Dept. funding. Director Pouget to produce the MOU.

Employee Liaison

Review of current projects to keep the Board informed

Public Comment (Limit 5 minutes per person)

Board Member Comments

Adjournment

Members of the public are invited to attend the meeting. The JCESA Operations Center is handicapped accessible. Members of the public having any questions about the meeting may contact JCESA at 304-728-3287 during normal business hours.

It's About Saving Lives...

Meeting not held. For lack of a board room
 Rescheduled for 4/26/16

SIGN IN SHEET FOR BOARD MEETING OF THE JCESA

Type of Meeting - Regular / Special Meeting Date- 4-19-2016
 Location - JCESA Building, 419 Sixteenth Ave. Ranson, WV 25438 9:00 Hrs.

Board Members: (Please Print)
 1- R M Kelley 2- Jane M. Jabb
 3- [Signature] 4- _____
 6- _____ 7- _____

OTHERS - Please sign below for the record of attendance. If you want to speak at the public comment section, please mark where indicated. Note: Not all meeting will have public comments per the WV Open Meetings Act-(Refer to agenda)

	Name (Please Print)	Representing	Would Like to Speak	
			YES	NO
1-	<u>Nathan Cochran</u>	<u>JCESA</u>	_____	<input checked="" type="checkbox"/>
2-	<u>Bob Baker</u>	<u>JCESA Finance</u>	_____	_____
3-	<u>JEFF PLAUTZ</u>	<u>JFC</u>	<input checked="" type="checkbox"/>	_____
4-	<u>M. Duff</u>	<u>SPD</u>	<input checked="" type="checkbox"/>	_____
5-	<u>Mike Neal</u>	<u>MVFC</u>	_____	_____
6-	<u>Ed Harmon</u>	<u>JCESA</u>	_____	_____
7-	<u>Denise S. Puget</u>	<u>JCESA</u>	_____	<input checked="" type="checkbox"/>
8-	_____	_____	_____	_____
9-	_____	_____	_____	_____
10-	_____	_____	_____	_____
11-	_____	_____	_____	_____
12-	_____	_____	_____	_____
13-	_____	_____	_____	_____
14-	_____	_____	_____	_____
15-	_____	_____	_____	_____

Page two of meeting dated _____

(NAME (Please Print)	Representing	Would Like to Speak	
			YES	NO
16-	_____	_____	_____	_____
17-	_____	_____	_____	_____
18-	_____	_____	_____	_____
19-	_____	_____	_____	_____
20-	_____	_____	_____	_____
21-	_____	_____	_____	_____
22-	_____	_____	_____	_____
23-	_____	_____	_____	_____
24-	_____	_____	_____	_____
25-	_____	_____	_____	_____
26-	_____	_____	_____	_____
27-	_____	_____	_____	_____
28-	_____	_____	_____	_____
29-	_____	_____	_____	_____
30-	_____	_____	_____	_____
31-	_____	_____	_____	_____
32-	_____	_____	_____	_____
33-	_____	_____	_____	_____
34-	_____	_____	_____	_____
35-	_____	_____	_____	_____
36-	_____	_____	_____	_____

Page two of meeting dated _____

(NAME (Please Print)	Representing	Would Like to Speak	
			YES	NO
16-	_____	_____	_____	_____
17-	_____	_____	_____	_____
18-	_____	_____	_____	_____
19-	_____	_____	_____	_____
20-	_____	_____	_____	_____
21-	_____	_____	_____	_____
22-	_____	_____	_____	_____
23-	_____	_____	_____	_____
24-	_____	_____	_____	_____
25-	_____	_____	_____	_____
26-	_____	_____	_____	_____
27-	_____	_____	_____	_____
28-	_____	_____	_____	_____
29-	_____	_____	_____	_____
30-	_____	_____	_____	_____
31-	_____	_____	_____	_____
32-	_____	_____	_____	_____
33-	_____	_____	_____	_____
34-	_____	_____	_____	_____
35-	_____	_____	_____	_____
36-	_____	_____	_____	_____



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MINUTES
April 26, 2016

The April meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 7pm on Tuesday April 26, 2016 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438. Board Members present: Treasurer Jane Tabb, Chairman Pete Kelley, Member Jack Wysong, Member Steve Sowers, Co-Chair Chris Conroy.

Call to Order

Chairman Kelley called the meeting to order at 1903 hours.

Approval of the Minutes

The March minutes were approved. The motion was made by Co-Chair Chris Conroy to approve and the second was made by Board member Steve Sowers. Unanimous vote occurred to accept the minutes.

There was an approval of the corrected February Minutes. The motion was made by Co-Chair Chris Conroy and seconded by Chairman Pete Kelley after some specific clarification of the take home vehicle policy. Unanimous vote occurred to accept the minutes.

Treasurer's Report

Director Pouget and Treasurer Jane Tabb explained the monthly financial report. Director Pouget reported that the JCESA is on forecast to finish the fiscal year as planned. Board member Jack Wysong made a motion to accept the Treasures report. Co-Chair Chris Conroy seconded that motion. Unanimous vote occurred to accept the Treasures report.

Chairman's Report

NREMS Board Review: Chairman Kelley reported on the last meeting he attended. There is a possibility that the State will change the Emergency Medical Services certification from 2 years to 4 years. There is also a possibility of auditing your continuing education on a yearly basis. Chairman Kelley reported that the EMS runs so far this year are 547,278 runs State wide. This is up by 100,000. 60% are Basic Life Support and 40% Advanced Life Support.

Chairman Kelley also reported on suggestions he made to monitor EMS training activity for all departments.

Purchase of body bags: Chairman Kelley reported that we had already voted to provide Blue Ridge Volunteer Fire Company with Body Bags.

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President JCFRA

No report.

Director's Report

- *Budget Overview and JCESA Annual Audit*
- *Report from Barb Miller: No storm funding reimbursement from the State*
- *Communications and quickest route update*
- *CAD Data progress*
- *Web Site and E mail*
- *Report on WV State Fire Commission visit April 7, 2016*
- *Report on feedback reference MOU progress*
- *Progress on the transition to fire : Deputy Director Hannon*
- *Volunteer RRT Grant filed on March 24, 2016*

The Sheriff donated a viable vehicle to the JCESA. The Board made a motion to accept the vehicle and allow the Director to spend up to \$1000.00 in preparing the vehicle for service. Co-Chair Chris Conroy made the motion and Chairman Pete Kelly seconded the motion. Unanimous vote occurred to accept the motion.

JCESA Policy and Operating Guideline revisions: Treasure Jane Tabb made a motion to approve the Draft Administrative Policies and Operating Guidelines Captain Burner recently updated with the understanding that the Board will be reviewing and making changes on a regular basis. Co-Chair Chris Conroy seconded that motion. Unanimous vote occurred to accept the motion.

Board Member Requests

None

Committee Reports

None

Unfinished Business

Executive session. Co-Chair Chris Conroy made a motion to move the Executive Session reference employee issue to the end of the meeting. Treasurer Jane Tabb seconded that motion. Unanimous vote occurred to accept the motion.



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New Business

- Treasurer Jane Tabb: Jane discussed the necessary items that the Fire Departments would need to receive their county funding from the JCESA. The Director will bring the contract that the Commission sent out in previous years. Treasurer Tabb and the Board discussed that the Fire Departments list of necessary items needed to receive county funding would be as follows:

1. 1 - 990's
2. An MOU stating that the monies will be used to fund the Fire Departments service to the community
3. Their Member list
4. Their apparatus list
5. Their budget

Co-Chair Chris Conroy made a motion to review the current MOU and the requirements the County Commission has in place with the Fire Departments to discuss at next month's meeting. Treasurer Jane Tabb seconded the motion. *Unanimous vote occurred to accept the motion.*

- Review of Board responsibilities: The West Virginia State Fire Commission clarified that the Board oversees funding priorities for the Fire Departments and the Fire Departments are responsible for their own policies and procedures.
- DEP visit: This visit was discussed and explained in detail by Chairman Pete Kelley. Everything is in order.

Employee Liaison

Review of current projects to keep the Board informed

Public Comment (Limit 5 minutes per person)

1 public comment.

Board Member Comments

Co-Chair Chris Conroy reported on State requirements and the sunset law. Co-Chair Chris Conroy made a motion to go into Executive Session and Treasurer Jane Tabb seconded the motion. *Unanimous vote occurred to accept the motion.*

Executive Session

Co-Chair Chris Conroy made a motion to come out of Executive Session and Treasurer Jane Tabb seconded the motion. *Unanimous vote occurred to accept the motion.*

Adjournment Note: These minutes were prepared by Director Denise S. Pouget

It's About Saving Lives...

JCESA 2016/2017 Budget Meeting

5/17/16

JCESA 2016 Budget Overview

- County Commission Funding = \$1,448K (15FT and 2 FT Mgmt)
- Ambulance Fee Funding = 626K (8 FT)
- Total Funding = \$2,074K
- Year End Forecast at 100% Backfill = \$2,098K (approved at Oct. Board)
- Bank Account Balances at 4/29/16:
 - Payroll = \$350,364
 - General = \$53,395
 - Ambulance Fee Funds = \$913,157
 - Mortgage = \$113,528
- June 30, 2016 Amb Fee Fund Balance Forecast = \$775,000. (After Gear Purchase is completed, \$715,000).

Current 2016 Forecast (JCESA & Amb Fee)

JCESA April YTD Financial Summary
(44 Weeks out of 52 weeks)

	A Amb Fee		B JCESA		A+B			Current 100% Backfill Forecast
	Apr YTD	Apr YTD	Apr YTD	Apr YTD	Actuals	Pro rated Forecast	YTD Variance Budget vs Actuals	
Full Time Salaries	\$ 263,991	\$ 635,202	\$ 899,194	\$ 880,846	\$ 1,041,000	\$ (18,348)	\$ 1,041,000	
Fringe Benefits	\$ 110,394	\$ 215,063	\$ 325,447	\$ 348,615	\$ 412,000	\$ 23,169	\$ 412,000	
Part Time Salaries	\$ 49,347	\$ 44,105	\$ 93,452	\$ 88,846	\$ 105,000	\$ (4,606)	\$ 105,000	
Overtime	\$ 67,906	\$ 22,158	\$ 90,064	\$ 126,923	\$ 150,000	\$ 36,859	\$ 150,000	
Workers Comp.	\$ 30,157	\$ 89,186	\$ 118,343	\$ 104,077	\$ 123,000	\$ (14,266)	\$ 123,000	
Liability Insurance	\$ 17,660	\$ 26,256	\$ 43,916	\$ 38,923	\$ 46,000	\$ (4,993)	\$ 46,000	
All Other Expenses	\$ 24,187	\$ 172,355	\$ 196,543	\$ 187,000	\$ 221,000	\$ (9,543)	\$ 221,000	
Total	\$ 563,632	\$ 1,203,326	\$ 1,766,958	\$ 1,775,231	\$ 2,098,000	\$ 8,272	\$ 2,098,000	

- NOTES:
1. Budget YTD is a proration of the 52 weeks and does not take into account any anomalies due to holidays or summer vacation periods.
 2. Above is expense budget only and does not assume any additional budget that results from ambulance billing income or EMS supplies.
 3. Annual mortgage cost of \$81K not included in above as it is covered through impact fee budget.

Jefferson County Emergency Services Agency
 AMIS

2015-16 Forecast

Expenses	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		Total	
	Actual	2	Actual	3	Actual	2	Actual	2	Actual	2	Actual	2	Actual	2	Actual	2	Actual	3	Actual	2	Actual	2	Actual	2		
Full Time	16,956.74		31,651.20		23,010.33		24,981.95		25,106.11		25,369.37		24,040.67		25,922.00		40,045.38		26,911.41		25,106.11		25,106.11		314,206.38	
Part Time - Ops	5,333.68		7,771.91		2,473.96		297.60		4,329.78		4,329.78		3,591.62		2,741.00		11,555.64		7,995.85		3,317.09		3,317.09		55,982.31	
OverTime - OPS	2,717.96		3,494.84		3,767.63		4,278.44		11,869.28		8,002.85		14,612.37		10,443.00		6,009.18		2,712.40		8,000.00		8,000.00		83,907.95	
Medical Director	-00		-00		-00		-00		-00		-00		-00		-00		6,715.50		-00		-00		-00		30,158.25	
Worker Comp	7,814.25		7,814.25		-00		-00		-00		7,814.25		-00		-00		4,397.33		2,896.68		3,082.34		3,082.34		35,398.64	
FICA/med	1,913.12		3,293.26		2,237.75		2,281.21		3,082.34		2,884.14		3,227.13		2,992.00		4,397.33		4,016.34		39,505.54		39,505.54		519,594.53	
Subtotal	34,735.75		54,015.46		31,489.67		31,819.20		43,374.82		48,399.39		45,411.79		42,098.00		68,723.03		40,516.34		39,505.54		49,023.02		49,023.02	661,677.85
Hosp	5,672.30		4,846.59		3,616.05		4,748.08		4,154.57		2,967.55		3,561.06		4,748.00		5,044.84		2,374.05		4,500.00		4,500.00		50,733.10	
Life	244.12		271.46		241.04		120.56		283.24		231.04		241.04		222.00		271.46		159.46		241.04		241.04		2,767.50	
Dental	325.98		325.98		289.76		512.36		253.54		117.11		253.54		292.00		291.52		182.86		289.76		289.76		3,424.17	
Retirement	2,188.88		3,690.32		2,811.68		3,072.33		3,882.40		3,503.96		4,664.47		3,042.00		4,367.22		3,110.51		2,811.68		2,811.68		39,957.13	
Subtotal	8,431.28		9,134.35		6,958.54		8,453.33		8,573.75		6,819.66		8,720.11		8,304.00		9,975.04		5,826.88		7,842.48		7,842.48		7,842.48	96,881.90
Fuel	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Maintenance	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
License Ops	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Supplies	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Auto Insurance	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Liability	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Em's Supplies	17,660.00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Misc and Cloth	370.14		394.69		1,075.42		-00		1,098.14		-00		1,678.75		446.00		229.85		8,765.05		-00		-00		-00	
Tech Svc	-00		-00		-00		-00		50.00		-00		-00		3,078.00		830.40		78.40		1,000.00		1,000.00		1,000.00	
Trav/Train	-00		-00		20.00		3,600.00		-00		-00		-00		3,524.00		1,050.25		8,843.45		1,000.00		1,000.00		1,000.00	
Subtotal	18,030.14		394.69		1,095.42		3,600.00		1,148.14		-00		1,678.75		3,524.00		1,050.25		8,843.45		1,000.00		1,000.00		1,000.00	41,374.84
Prof Svc	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Medical Exp	844.41		186.68		-00		-00		163.18		-00		638.18		-00		619.13		25.00		-00		-00		-00	
Postage	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Office Exp	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Equip Rent	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Telephone	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Utilities	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Rep & Maint	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Advertising	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Dues & Sub	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Audit Costs	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Backgroun Ck	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Other	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Third Party Billing	844.41		186.68		-00		-00		163.18		-00		638.18		-00		619.13		25.00		-00		-00		-00	
Subtotal	-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00		-00	
Equipment	62,041.58		63,731.18		39,543.63		43,872.53		53,259.89		55,219.05		56,448.83		53,926.00		80,377.45		55,211.67		49,023.02		49,023.02		49,023.02	661,677.85
Cumulative Expenses	125,772.76		165,316.39		209,188.92		262,448.81		317,667.86		374,116.69		428,042.69		508,420.14		563,631.81		612,854.83		661,677.85		661,677.85		661,677.85	

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Amb Fee Dispersed													
Jefferson County Cumulative		650,053.00	650,053.00	650,053.00	1,300,053.00	1,300,053.00	1,300,053.00	1,300,053.00	1,300,053.00	1,450,053.00	1,450,053.00	1,450,053.00	150,000.00
Cashflow		524,280.24	484,736.61	440,864.08	1,037,604.19	982,385.14	925,936.31	872,010.31	791,632.86	686,421.19	837,398.17	788,375.15	
Other Income													
Misc	61.67	48.29	32.31	40.18	171.78	164.66	163.66	72.53	72.71	68.14	-00	-00	-00
Ambulance													
Interest	61.67	48.29	32.31	40.18	171.78	164.66	163.66	72.53	72.71	68.14	-00	-00	895.93

Jefferson County Emergency Services Agency
2016 Projection

2015-16 Forecast

Expenses	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	2	3	2	2	2	2	2	2	3	2	2	2	26
Full Time	43,606.20	82,266.36	58,059.47	58,595.01	56,578.30	57,063.21	65,279.03	62,690.00	92,386.00	58,646.46	58,059.47	58,059.47	751,288.98
Part Time - Ops	6,617.86	10,256.47	4,132.33	3,664.12	4,494.09	4,649.59	5,507.39	4,604.00	280.50	-0.00	4,132.33	4,132.33	52,471.01
Overtime - OPS	6,997.72	3,814.19	6,521.37	4,825.55	-0.00	-0.00	-0.00	-0.00	500.00	500.00	500.00	500.00	22,158.83
Medical Director	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	19,575.00	-0.00	-0.00	-0.00	6,000.00
Worker Comp	22,870.50	22,870.50	-0.00	-0.00	-0.00	22,870.50	-0.00	-0.00	6,986.00	4,414.11	5,195.39	5,195.39	88,186.50
FICA/med	4,321.76	7,398.43	5,195.39	5,070.75	4,612.42	4,661.46	5,365.57	5,088.00	6,986.00	4,414.11	5,195.39	5,195.39	63,494.67
Subtotal	84,914.04	127,105.95	74,408.56	72,655.43	66,184.81	89,744.76	76,641.99	72,882.00	119,727.50	63,560.57	67,887.19	67,887.19	983,593.99
Hosp	6,062.90	7,171.51	9,368.89	7,984.20	8,309.14	8,309.14	8,309.14	9,753.00	8,309.00	8,309.14	9,368.89	9,368.89	100,623.84
Life	476.13	370.91	506.63	466.40	579.06	400.72	476.40	616.00	531.00	707.21	506.63	506.63	6,143.72
Dental	559.41	549.38	428.49	586.68	678.11	469.24	605.58	714.00	659.00	660.88	559.41	559.41	7,029.59
Retirement	5,276.40	8,976.90	6,758.55	6,659.12	5,940.71	5,991.60	5,763.12	7,359.00	10,169.00	6,157.90	6,758.55	6,758.55	82,569.40
Subtotal	12,374.84	17,088.70	17,062.56	15,696.40	15,507.02	15,170.70	15,154.24	18,442.00	19,668.00	15,835.13	17,193.48	17,193.48	196,366.55
Fuel	-0.00	-0.00	-0.00	4,049.01	-0.00	47.02	-0.00	-0.00	-0.00	-0.00	2,697.25	-0.00	4,500.00
Maintenance	1,305.91	39.03	133.91	141.96	-0.00	30.60	-0.00	642.00	989.00	114.48	750.00	750.00	4,896.89
License Ops	-0.00	-0.00	-0.00	-0.00	-0.00	678.26	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	2,678.26
Supplies	-0.00	-0.00	-0.00	17.51	-0.00	-0.00	-0.00	-0.00	-0.00	1,944.00	250.00	250.00	2,479.02
Auto Insurance	8,238.00	-0.00	-0.00	-0.00	286.30	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	8,524.30
Liability	28,256.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	(120.00)	-0.00	-0.00	-0.00	28,136.00
Emis Supplies	4,609.75	2,736.23	3,732.20	4,959.04	1,778.42	700.10	20,022.74	4,229.00	2,651.00	623.90	2,500.00	2,500.00	51,542.38
Misc and Cloth	-0.00	832.34	1,901.47	367.44	-0.00	-0.00	713.08	-0.00	159.00	-0.00	-0.00	-0.00	3,973.33
Teach Svc	100.00	874.40	1,290.65	1,192.65	3,501.40	1,218.40	1,046.90	592.00	699.00	1,638.45	500.00	500.00	13,103.85
Trav/Train	911.06	847.24	349.95	671.28	530.00	599.96	397.00	397.00	20.00	-0.00	500.00	500.00	5,286.49
Subtotal	43,420.72	5,329.24	7,368.18	11,388.89	6,113.63	3,274.34	21,782.72	5,820.00	4,398.00	7,018.08	4,500.00	11,500.00	131,913.80
Prof Svc	1,842.67	1,830.00	3,590.00	2,155.00	1,930.00	1,490.00	800.00	2,605.00	-0.00	7,431.00	2,040.00	2,340.00	28,053.67
Medical Exp	475.00	5,896.76	188.18	-0.00	351.36	50.00	1,246.86	900.00	847.00	125.00	1,500.00	1,500.00	11,580.16
Postage	79.48	98.00	-0.00	19.99	-0.00	92.00	-0.00	196.00	17.00	-0.00	17.40	100.00	619.87
Office Exp	238.27	380.43	274.16	402.54	29.80	1,001.45	35.75	444.00	492.00	554.83	400.00	400.00	4,653.23
Equip Rent	225.69	225.69	489.50	225.69	225.69	621.80	225.69	226.00	650.00	225.89	250.00	250.00	3,821.64
Telephone	592.92	349.95	350.08	439.96	350.06	350.06	350.04	593.00	350.00	350.08	167.00	167.00	4,410.15
Utilities	1,154.20	1,169.84	1,240.02	1,429.85	1,176.91	1,070.61	1,665.97	1,373.00	2,030.00	1,483.82	1,500.00	1,500.00	16,794.22
Rep & Maint	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	250.00	250.00	500.00
Advertising	-0.00	-0.00	-0.00	-0.00	126.89	60.73	110.40	1,023.00	149.00	-0.00	-0.00	-0.00	298.02
Dues & Sub	-0.00	180.00	205.00	95.88	100.00	911.00	-0.00	1,023.00	149.00	85.50	200.00	200.00	3,149.38
Audit Costs	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	320.00	-0.00	-0.00	320.00
Background Ck	-0.00	162.30	68.00	-0.00	-0.00	-0.00	359.90	17.00	9.00	-0.00	500.00	500.00	590.20
Other	8.50	107.50	8.50	8.50	8.50	8.50	8.50	17.00	9.00	-0.00	500.00	500.00	1,176.00
Third Party Billing	297.62	630.14	733.18	700.95	247.89	703.16	51.38	84.00	144.00	12.30	250.00	250.00	4,104.52
Subtotal	4,914.35	11,030.61	7,126.62	5,478.26	4,547.16	6,359.31	4,845.99	7,461.00	4,888.00	10,586.42	7,074.40	5,957.00	80,071.06
Equipment	-0.00	-0.00	10,571.04	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	-0.00	10,571.04
Cumulative Expenses	145,623.95	160,524.50	116,536.96	105,218.98	92,352.56	114,549.11	118,424.94	104,605.00	148,481.50	97,002.20	96,655.07	102,537.67	1,402,522.44
	306,158.45	422,695.41	527,914.39	620,286.95	734,816.06	853,241.00	957,846.00	1,106,327.50	1,203,329.70	1,299,984.77	1,402,522.44		

Jefferson County Payments	121,380.16	120,630.16	120,630.26	361,890.50	-00	724,531.08	724,531.08	1,086,421.58	1,086,421.58	-00	361,890.50	1,448,312.08	1,448,312.08	1,448,312.08	1,448,312.08	-00
Jefferson County Cumulative		242,010.32	362,640.58	724,531.08	-00	724,531.08	724,531.08	1,086,421.58	1,086,421.58	-00	361,890.50	1,448,312.08	1,448,312.08	1,448,312.08	1,448,312.08	-00

Cashflow		(64,148.13)	(60,054.83)	196,616.69	104,264.13	(10,284.98)	233,180.58	128,575.58	341,984.58	244,982.38	148,327.31	45,789.64				
Other Income	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total			
Misc	874.70	-00	0.02	7,833.81	2,863.91	4,843.20	9,459.52	1,964.00	510.00	0.08			15,687.52			
Ambulance	6,112.51	8,250.31	8,728.67	7,833.81	2,863.91	1,536.74	594.43	1,964.00	1,215.00	178.24			39,275.62			
Interest	58.44	69.79	73.64	158.52	137.72	178.42	370.99	143.00	216.89	202.74			1,610.25			
	7,045.65	8,320.10	8,800.33	7,992.43	3,001.63	6,558.36	10,424.94	2,107.00	1,941.89	381.06	-00	-00	56,573.39			

Checklist for Requesting Remaining \$50,000 Disbursement

1) Vehicles List

- Did I list all emergency vehicles
- Did I include the year
- Did I include the Make (i.e. Pierce)
- Did I include the Model (i.e. Dash Pumper)
- Did I include a brief description of the equipment on the vehicle (i.e. 1,000 water tank with 1500 GPM pump)

2) Membership List

- Did I list all members first name and last name
- Did I list their certifications (i.e. Paramedic, EMT, Firefighter)
- If applicable to the certification did I list the certification expiration date

3) Audit Letter

- Did I enclose a copy of the audit letter as of December 31, 2014 from an external auditing firm or internal appointed audit committee
- Does the letter disclose any findings or state that the accounting records were in order
- If the letter is from an internal audit committee did all committee members sign the letter

4) IRS 990

- Is the 990 dated 2014

5) Current Year Budget

- Did I enclose the budget of the current year
- Does the budget show all the sources of revenue and expenditures for the entire organization

Questions regarding payment can be addressed to Stephanie Grove at 304-728-3281 or Sandy McDonald at 304-728-3284.

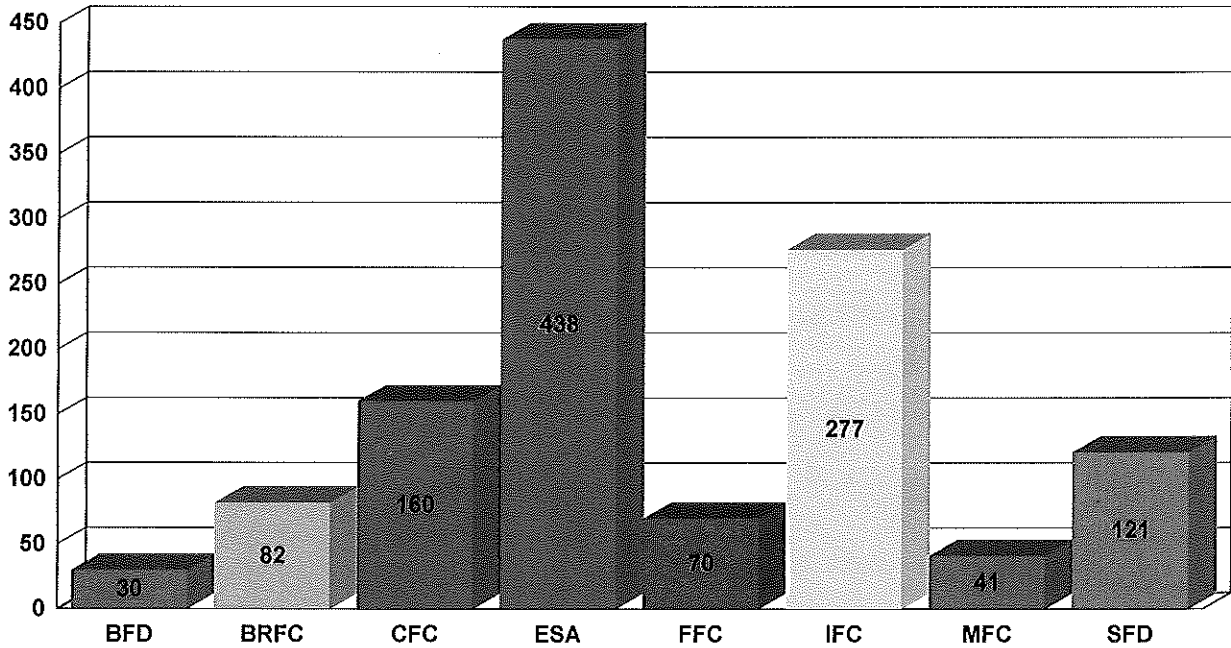


Jefferson County Emergency Communications Monthly Fire and EMS Activity Report

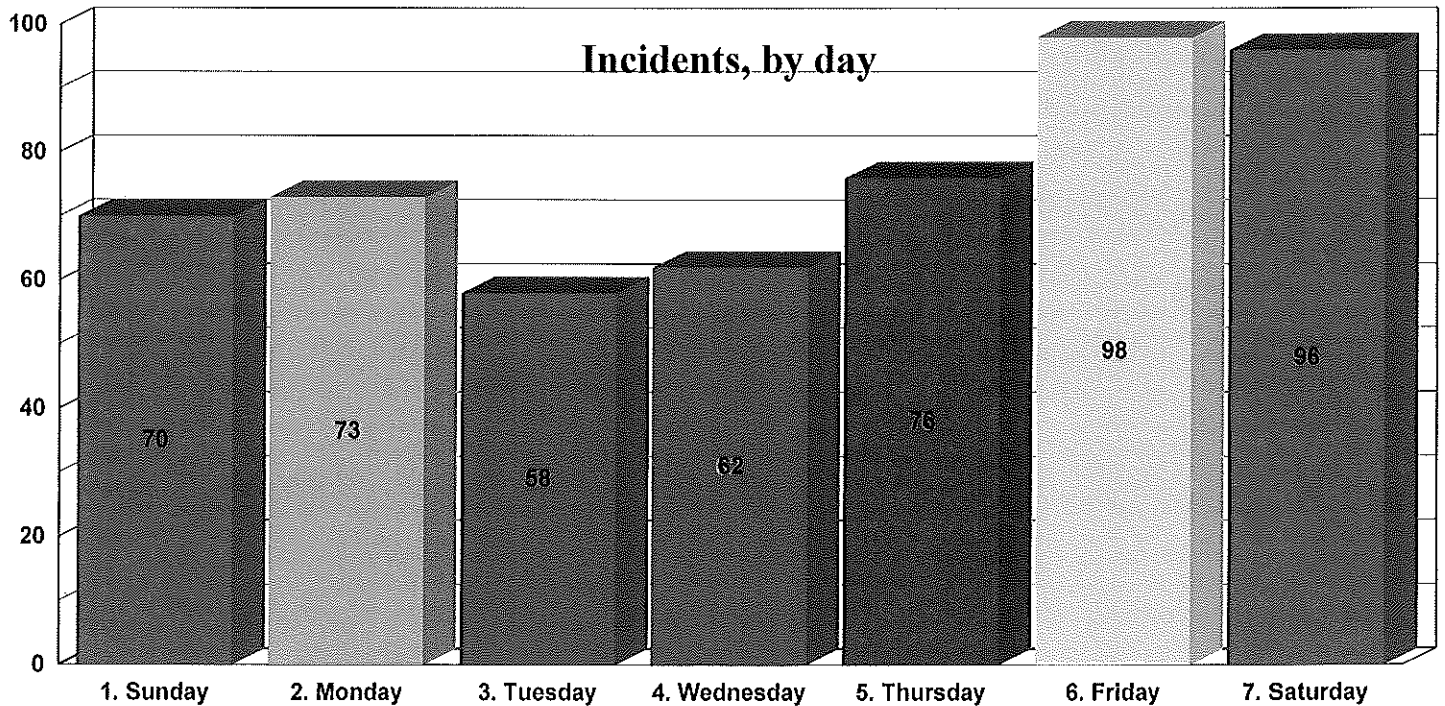
From 04/01/2016 to 04/30/2016

Total Incidents:533

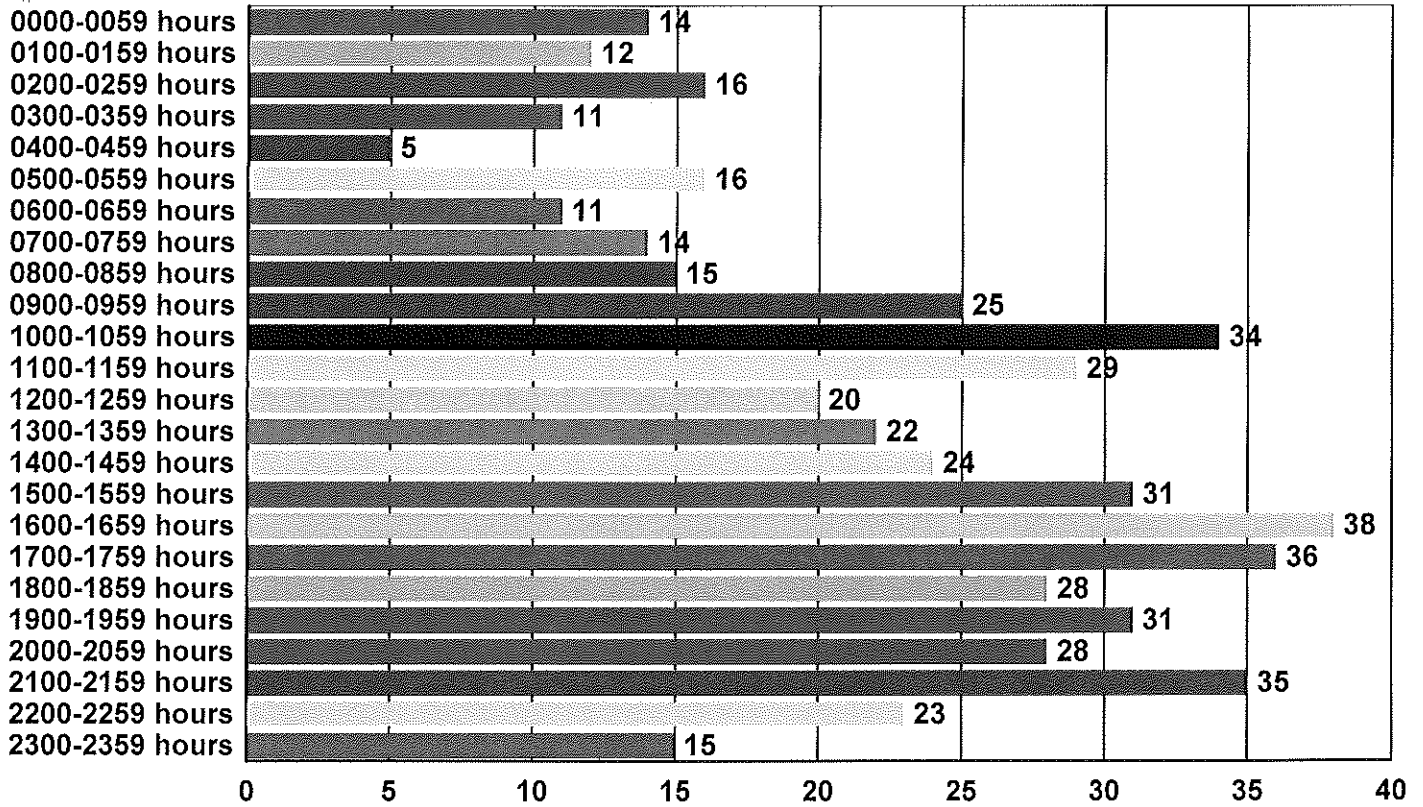
Incidents, by Agency



Incidents, by day



Incidents, by hour



Most Commonly Dispatched Nature Codes

