

Jefferson County Emergency Services Agency

Board Packet for

October 27, 2015



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 October 27, 2015

The October meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7pm on Tuesday October 27, 2015 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

Call to order

Roll Call

Sign in Sheet

Approval of September Minutes

Treasurer's Report

Unfinished Business

- *Replacement of Business Manager & Review Job Description (setting up interviews for candidates)*
- *Update on Death in the Field Issues*
- *Records management*
- *Update on response data (Director Pouget will address)*
- *JCESA General Fund Positions versus Ambulance Fee Positions (Director will distribute an employee list for the Board).*
- *Discussion of Director and Deputy Directors leave and benefits (Possible executive session).*

Chairman's Report

- *Revised Board Member List (Director will pass out)*
- *Update on response data (Director will address in her report)*
- *Review of Grant Program*
- *Review of employee performance program (Director can address status. Chairman feel free to add)*
- *Status of the new budget requirements (Director will present the budget)*

It's About Saving Lives...



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Public Comment (*Limit 5 minutes per person*)

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.



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

REGULAR MEETINGS MINUTES
SEPTEMBER 15, 2015

Chairman Kelley called the meeting of the Jefferson County Emergency Services Agency to order at 7:00 p.m., Tuesday, September 15, 2015, in the Jefferson County Emergency Services Agency Building, 419 Sixteenth Avenue, Ranson, WV.

Board Members

Attendance	Present	Absent	Attendance	Present	Absent
D. Carter	X		J. Robertson, MD		X
C. Conroy	X		J. Wysong	X	
P. Kelley	X		Pres. JCFRA Pres.		X
J. Tabb	X		S. Sowers	X	

Also in attendance:

Elizabeth Nester	Recorder	Julie Lifson	Self/Citizen
Don Sorensen	Self/Citizen	Mike Mood	MVFC
Denise Pouget	JCESA	Ross L. Morgan	SFD
Marshall DeMeritt	SFD	Ed Hannon	JCESA
Tamra Trafford	JCESA		

Approval of Minutes:

08/18/2015 Regular Meeting

Note: Jane Tabb was not present last meeting. She did not vote on approval of the minutes.

Motion by C. Conroy, 2nd by G. Sowers to approve meeting minutes of August 18, 2015.

VOTE: Passed Unanimously

Treasurer's Report

Treasurer's report was presented. Director Pouget added information about the accounting system and tracking costs. J. Tabb noted that a budget has not been approved by the Board as of this time. She also reminded that the County Commission approves budgets the first of March. Director Pouget will present a budget to the Board by next month.

J. Tabb moved, second by C. Conroy to approve the Treasurer's Report.

VOTE: Pass Unanimously

Unfinished Business

J. Wysong moved and seconded by C. Conroy that all matters requiring Executive Session be moved to end of meeting.

VOTE: Pass Unanimously

DEATH IN THE FIELD

This item is still under discussion and will be present at a later meeting.

Increase of High Mark monthly premium. Director Denise Pouget

Employees Insurance has increased by around \$10,000.00. She recommends the Board absorb the cost. She feels the Agency needs to shop around. It will be next year before it can be changed.

J. Tabb moved and second by J. Wysong the Board absorbed the increased premium for health insurance in the estimated amount of \$10,000.00 annual increase.

Discussion followed.

VOTE: Passed Unanimously

**Request transfer from Impact Fee Fund to pay JCESA mortgage by October 1, 2015:
Director Denise Pouget**

The request for transfer from Impact Fee Funds to pay JCESA mortgage has been submitted timely.

Records Management Progress: Director Denise Pouget

The records management process is being worked on.

Establishment of work groups and "Roberts Rules of Order": Director Denise Pouget

The Director discussed establishment of work groups. All who have been working with this has been very respectful.

The JCESA handbook is been reviewed.

County Attorney Nathan Cochran spoke regarding the By Laws.

The amended Ordinance, which was passed a short while back, was presented by N. Cochran. He ask permission to update JCESA's By Laws. The Board was agreeable.

Staffing Plan

Was discussed.

Community Engagement

Ways to prevent injuries will be present to the community. Shepherdstown Fire Department demonstrated how quickly a dorm room can burn at Shepherd University.

T. Trafford says there are so many opportunities for the County Employees at the Stations to serve the community. One way would be to do Blood Pressure Checks for the public.

JCFRA has the Fire Prevention trailer. The MCI Trailer is at SFD during the football season.

The employees are pleased to be out in the Stations.

Captain B. Burner spoke. He is pleased to be Captain. He is getting things organized.

Heart Safe Community: Lt. T. Trafford spoke about Heart Safe Community.

Motion by J. Wysong second by C. Conroy to come out of Executive Session.

VOTE: Passed Unanimously

Motion by C. Conroy and second by J. Tabb to authorize the Director to pursue new job title and description for the Administrative Aide position. Then advertise it and proceed with the hiring process to fill the position.

VOTE: Passed Unanimously

C. Conroy made a motion second by D. Carter that County Attorney will follow up on the second issue and report back next meeting

VOTE: Passed Unanimously

C. Conroy made a motion second by D. Carter to continue Budget Consultant, Bob Baker, for 15 days after he exhausts the initial 100 hours of his original contract. This would be a day a month with a couple of extra days.

VOTE: Passed Unanimously

Adjournment

Motion by J. Tabb second C. Conroy to adjourn by J. Tabb, Conroy at 9:12 pm.

VOTE: Passed Unanimously

Minutes respectfully submitted by
Libby Nester, Recorder

Approved: _____

JCESA 2016 Budget Overview

10/27/15

JCESA 2016 Budget Overview

- County Commission Funding = \$1,448K (15FT and 2 FT Mgmt)
 - Ambulance Fee Funding = 626K (8 FT)
 - Total Funding = \$2,074K
 - Bank Account Balances at 9/30/15:
 - Payroll = \$101,714
 - General = \$53,946 (quarterly payment of \$361,891 received 10/13)
 - Ambulance Fee Funds = \$482,014 (expect another \$650K this month and \$50,000 in April 2016)
 - Mortgage = \$79,679 (deposit received at 10/15 of \$81,000)
-

Current 2016 Forecast (JCESA & Amb Fee)

JCESA August YTD Financial Summary
(14 Weeks out of 52 weeks)

	A	B	A+B	Pro rated	YTD Variance	Total	Current
	Amb Fee	JCESA	Actuals	Budget	Budget vs Actuals	Budget	Year End
	Sept YTD	Sept YTD	Sept YTD	Sept YTD	Budget vs Actuals	Budget	Forecast
Full Time Salaries	\$ 71,617	\$ 183,963	\$ 255,580	\$ 260,615	\$ 5,035	\$ 968,000	\$ 1,025,000
Fringe Benefits	\$ 31,947	\$ 63,373	\$ 95,320	\$ 107,692	\$ 12,372	\$ 400,000	\$ 412,000
Part Time Salaries	\$ 15,578	\$ 20,905	\$ 36,483	\$ 51,962	\$ 15,479	\$ 193,000	\$ 109,000
Overtime	\$ 9,980	\$ 17,332	\$ 27,312	\$ 22,077	\$ (5,235)	\$ 82,000	\$ 93,000
Workers Compensation	\$ 15,628	\$ 45,740	\$ 61,368	\$ 33,115	\$ (28,253)	\$ 123,000	\$ 123,000
Liability Insurance	\$ 17,660	\$ 26,256	\$ 43,916	\$ 12,385	\$ (31,531)	\$ 46,000	\$ 46,000
All Other Expenses	\$ 2,908	\$ 65,124	\$ 68,032	\$ 70,538	\$ 2,506	\$ 262,000	\$ 210,000
Total	\$ 165,318	\$ 422,693	\$ 588,011	\$ 558,385	\$ (29,626)	\$ 2,074,000	\$ 2,018,000 ***

- 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 in income or EMS supplies.
 3. Annual mortgage cost of \$81K not included in above as it is covered through impact fee budget.
 4. ***** This savings is all in Amb Fee department budget based on how expenditures are currently booked.

Future Budget Action Items/Questions:

1. Impact of 100% backfill on current 2016 Forecast = Estimated at \$60,000 annually. Needed to maintain consistent staff/service levels.
 2. Impact of 100% backfill and move to FLSA hours for 18 medics = \$60,000 + \$42,000 or \$102,000 annually. Provides 4 medics 24/7.
 3. Analyzing the impact of the current Ambulance fee structure.
 4. Ambulance Fee balance at 6/30/16 estimated to be \$750,000
 5. Maintain \$250,000 in contingency funds per recommendation from previous county Finance Director. "IE" equipment failure and leave liabilities.
-

REPORT ON FAILURES AND DEFINITION OF FAILURE TO RESPOND

IT IS IMPORTANT TO NOTE THAT THE DEFINITION OF FAIL IS 5 MINUTES FOR EMS AND 7 MINUTES FOR FIRE. THIS FIRST CUT IS FIRE AND EMS INCIDENTS COMBINED. THIS MEANS THAT THEY COULD HAVE EVENTUALLY RESPONDED OR RESPONDED WITH ONE UNIT WHEN TWO WERE DISPATCHED FROM THE SAME COMPANY.

Denise,

Attached you will find the fails stats that Chris Cross provided. Below is a summary but it would be good to have Ed review and see if the data seems to make sense. Also I have not looked at it by station but Ed may see some trends.

Hope this helps.

Jan through June – 722 fails out of 3039 incidents = 24%

July – 106 fails out of 462 incidents = 23%

Aug – 168 fails out of 529 incidents = 32%

Sep – 94 fails out of 511 incidents = 18%

Bob

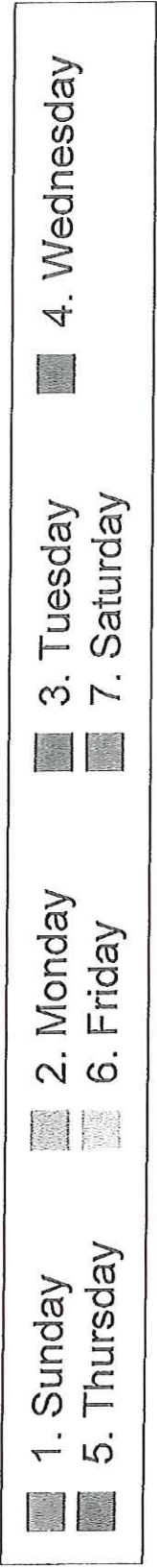
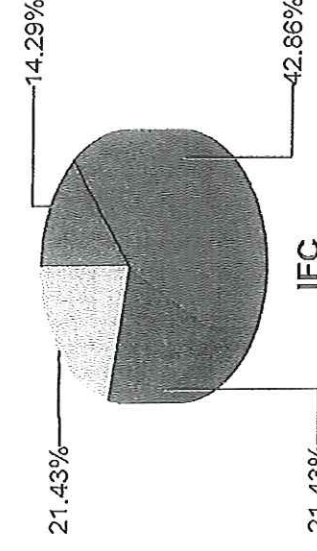
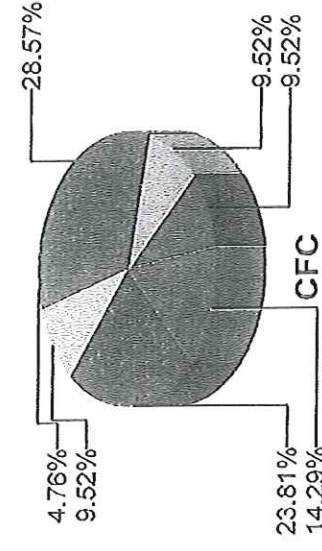
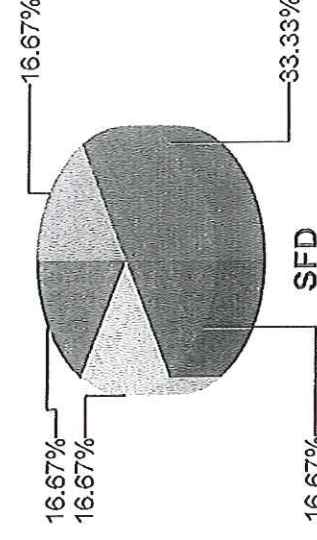
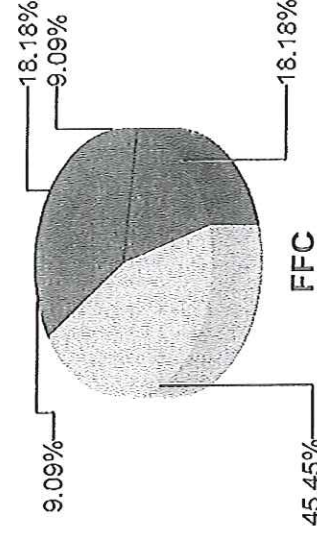
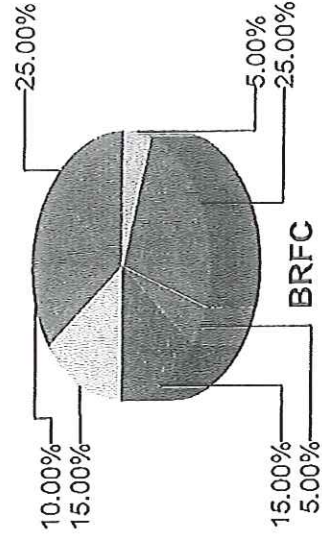
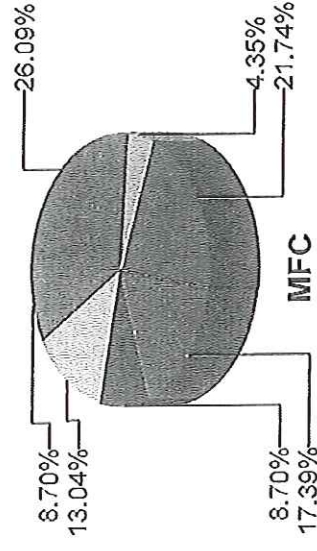
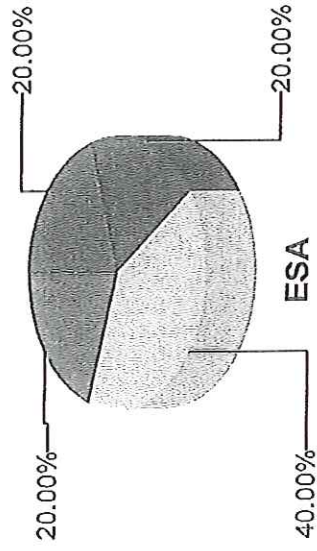
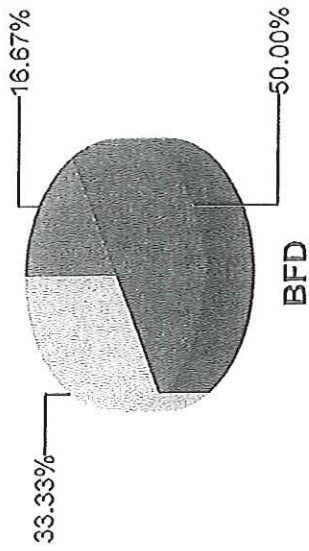
Denise,

The last emails I sent Bob contained all FAILS, Fire and EMS. The FAILS are listed per agency, per call, therefore if more than one unit from the same agency failed it only got reported to you as one FAIL for that agency. Like I told Bob, it is important to note that the company may have got at least one unit out the door but if they were dispatched for more than one unit and one of the other units failed, it would report as a FAIL on that report.

Still in the process on response times, getting there I hope!

Christopher M. Cross
Deputy Director of Communications
304-728-3372

FAIL, by day per agency



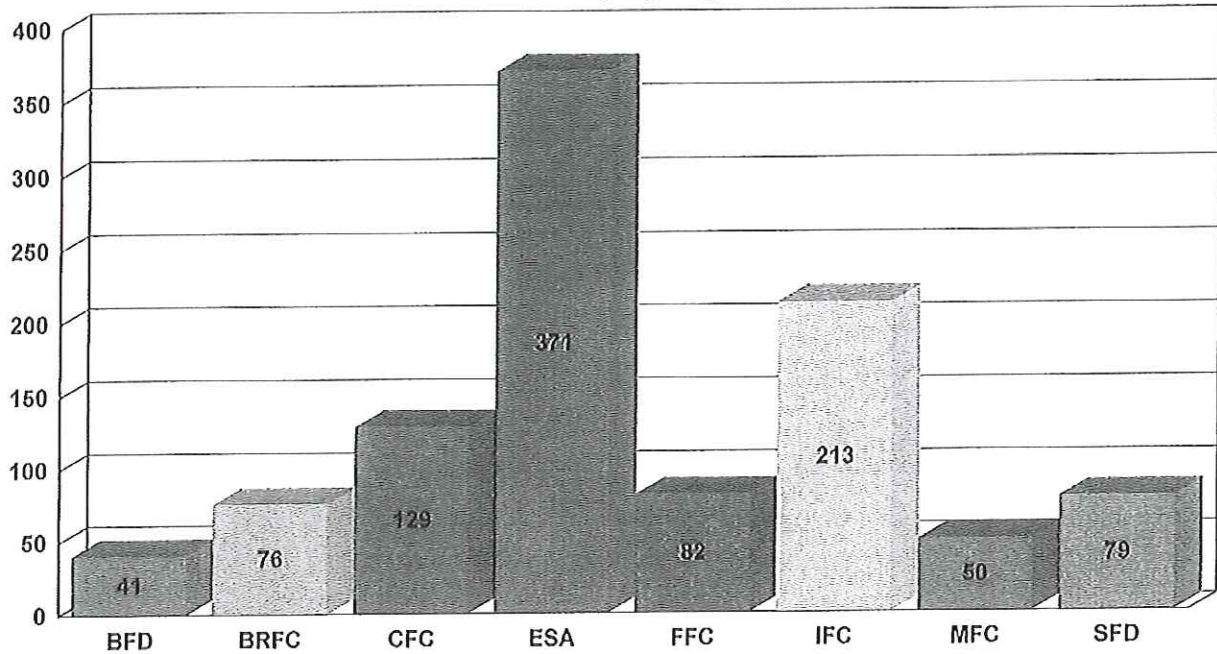


Jefferson County Emergency Communications Monthly Fire and EMS Activity Report

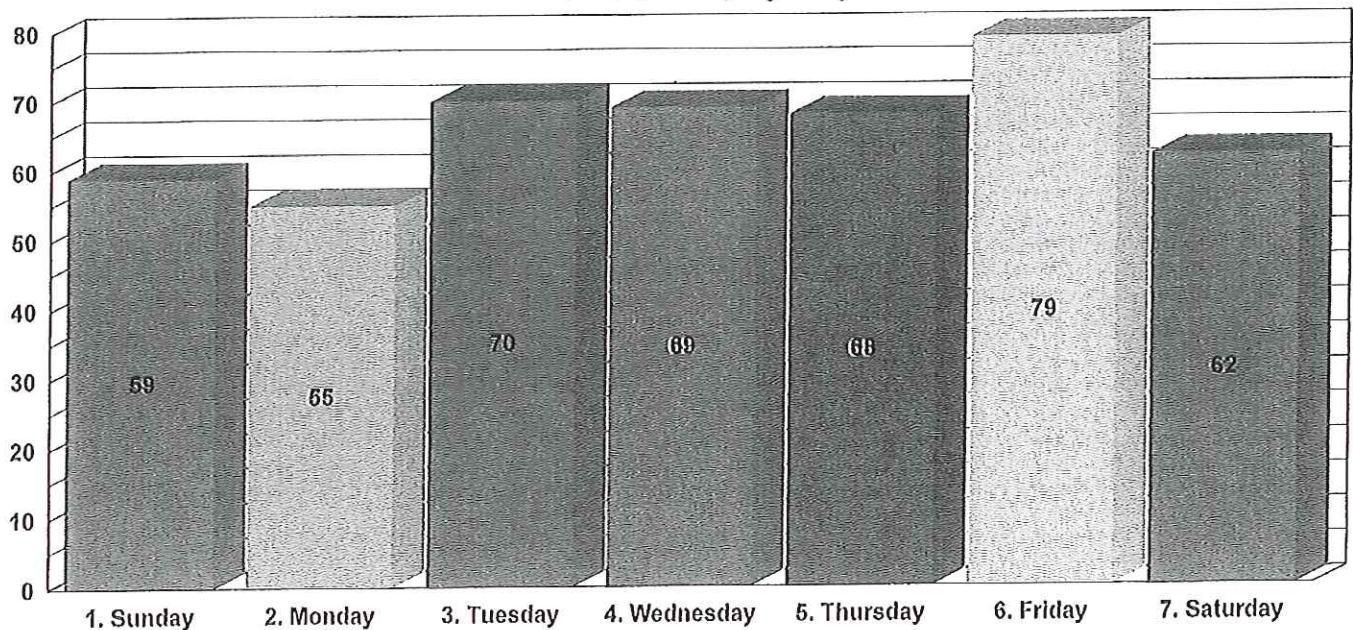
7/1/2015 to 7/31/2015

Total Incidents: 462

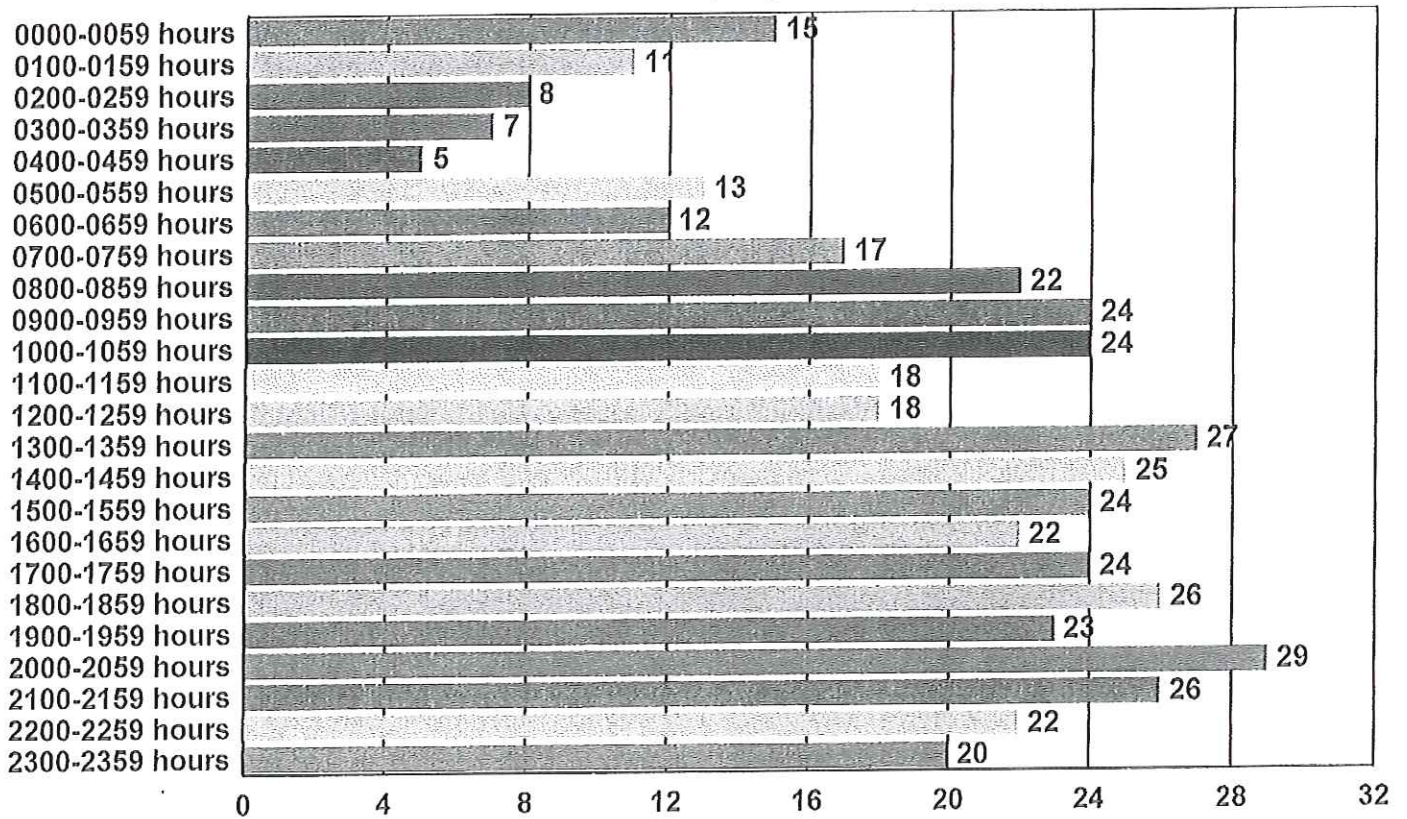
Incidents, by Agency



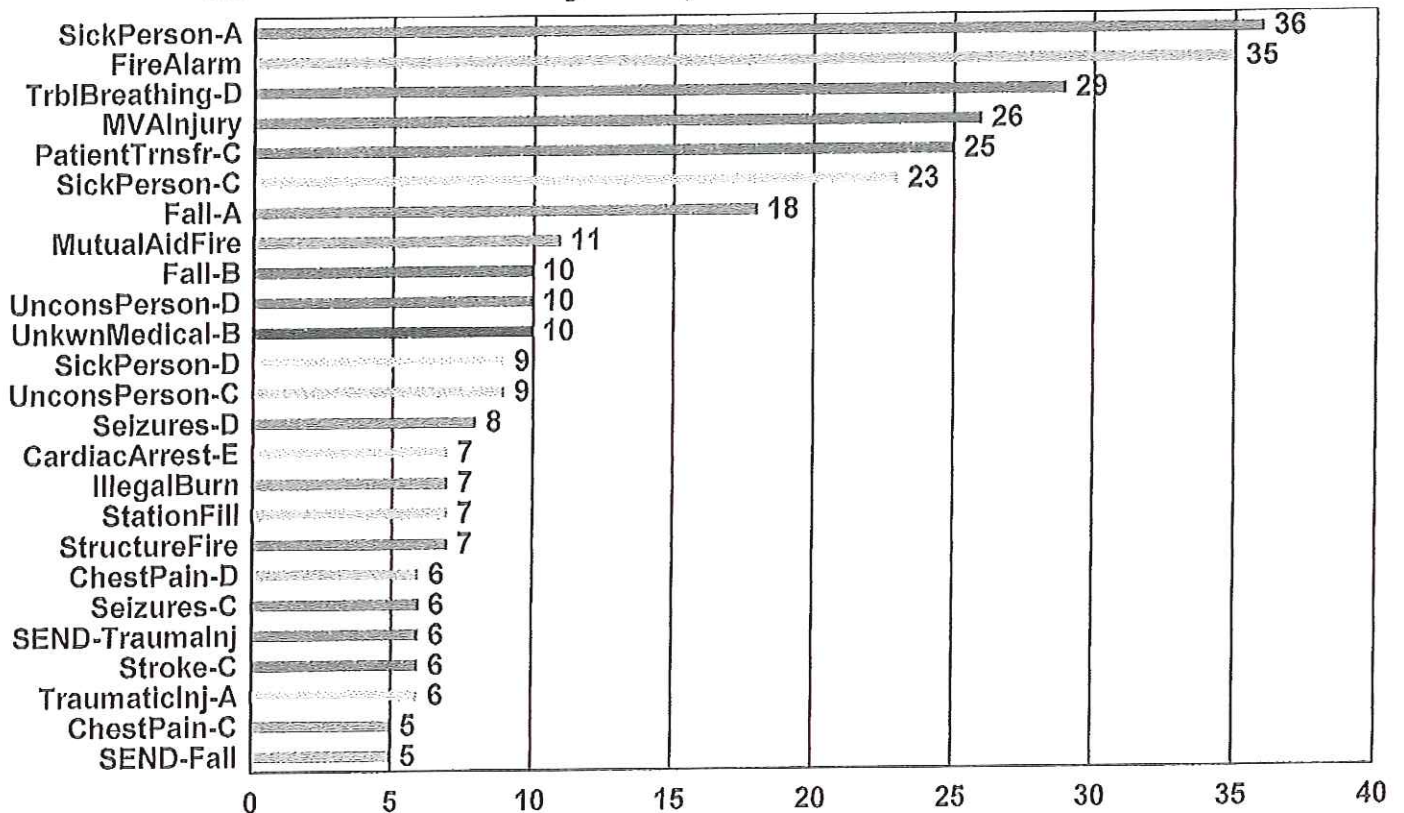
Incidents, by day



Incidents, by hour



Most Commonly Dispatched Nature Codes



Jefferson County Emergency Services Agency

Employee List

October 19, 2016

Employee	Full/Part Time	Amb/Pay	
Bowers, Ty A	F	A	Paramedic
Currence, Sara Y	F	A	Supervisor
Drummond Jr., Rex A	F	A	Paramedic
Hess, Adam G	F	A	Paramedic
Jones, Lee S	F	A	Paramedic
Trafford, Tamra N	F	A	Supervisor
Wilson, George	F	A	Paramedic
Wood, Michelle R	F	A	EMT
Hess, Leslie R	P	A	Paramedic
Hubbard, Benjamin D	P	A	Paramedic
Morgan, Zachery L	P	A	Paramedic
O'Neal, Timothy M	P	A	Paramedic
Williams, Joshua G	P	A	Paramedic
Amick, Robert M	F	P	EMT
Biller, Scott A	F	P	EMT
Burner III, Robert L	F	P	Supervisor
Conner, Monte L	F	P	Supervisor
Dunigan, Tyler Q	F	P	Paramedic
Dunn, Jr., Donald L	F	P	EMT
Hannon, Edward M	F	P	
Harris, Steven L	F	P	EMT
Jeffries, Elizabeth A	F	P	Paramedic
Kennedy, Danielle M	F	P	Paramedic
Longerbeam, Mark	F	P	Paramedic
Lyons, John D	F	P	EMT
Napier, Benjamin R	F	P	Paramedic
Pouget, Denise S	F	P	
Sine Jr, Rufus C	F	P	Paramedic
Sine, Theodore M	F	P	EMT
Sneathen, Joshua K	F	P	Paramedic
Swan, David W	F	P	EMT
Bowman, Wendy L	P	P	Paramedic
Cluff II, Richard A	P	P	Paramedic
Considine, John T	P	P	Paramedic
Costello, Lynn D	P	P	EMT
Hartman, Derek R	P	P	Paramedic
Kennedy, Matthew T	P	P	Paramedic
Lehman, Leonard A	P	P	Paramedic
Mills, John T	P	P	Paramedic
Mills, Joshua B	P	P	EMT
Mills, Michael T	P	P	EMT
Thomas, Daniel M	P	P	Paramedic

JEFFERSON COUNTY EMERGENCY AMBULANCE SERVICE FEE ORDINANCE

Amended June 4, 2015

SECTION 1 - LEGISLATIVE AUTHORITY

This Ordinance concerns the imposition and collection of a special emergency ambulance service fee and is adopted under the authority of Chapter 7, Article 15, Section 17, of the Code of West Virginia, as amended.

SECTION 2 - PURPOSE

This Ordinance is enacted by the Jefferson County Commission for the purpose of providing career Fire Fighter/Paramedics and Fire Fighter/EMTs to maintain an adequate emergency ambulance system within the geographic boundaries of Jefferson County, West Virginia. An adequate emergency ambulance system is necessary to promote the health and welfare of the citizens of Jefferson County. Emergency ambulance service is a public purpose and a responsibility of government for which public money may be spent.

*100%
backfill*

SECTION 3 - DEFINITIONS

ACCESSORY STRUCTURE. Any separate structure associated with a residential unit such as a garage, storage shed, workshop or otherwise located on the same parcel shall be included as part of the residential unit and not subject to a separate fee so long as it is not actually used as a residential or commercial unit. If a dispute arises with regard to whether or not a structure qualifies as accessory structure not subject to a separate fee, the burden is upon the owner to demonstrate that the structure is not a commercial or residential unit.

AGRICULTURAL BUILDING - Means structures which directly contribute to the operation of a farm and shall include any processing plant, milking parlor, farm equipment storage building, barn, silo, grain storage building, swinery, and temporary quarters furnished to farm employees without rent to assist in performance of employment duties as part of the terms of their employment. Agricultural buildings shall be exempt from any fee assessed under this Ordinance. However, the agricultural exemption does not apply to any ordinary residential unit located on a farm, such units shall be subject to the standard residential unit fee. In addition, any structure which conducts a retail commercial enterprise open to the general public, including but not limited to a distillery, butcher shop, winery, bed and breakfast, or retail nursery, shall be subject to the standard commercial unit fee even if located on a farm. The warehousing, processing, drying, storage, distribution and marketing of agricultural products for the wholesale marketplace when those activities are conducted in conjunction with, but are secondary to, husbandry or production conducted on the farm shall be exempt from the fee. If a dispute arises with regard to whether or not a structure qualifies as an exempt agricultural building, the burden is upon the owner to demonstrate that the structure contributes to the operation of a farm and is not a commercial or residential unit.

COMMERCIAL UNIT -- Means commercial business, industrial activity or non-residential activity conducted for a profit (except those defined as an "Agricultural Unit" herein) including, but not limited to, any store, filling station, hotel, motel, industrial facility, warehouse, flea market, amusement park, camp ground, institutional living arrangement with centralized services such as nursing homes, assisted living or similar arrangement, a bed and breakfast, an entertainment venue, a club, bar or restaurants. In the case of commercial activity that occurs outdoors such as a flea market, camp ground or amusement park, such business shall be assessed a fee as a commercial unit unless a permanent structure associated with the use is already subject to a commercial fee at the same location. In the case of a commercial complex with more than one structure, such as a shopping center or business complex, each separate addressable structure shall be deemed a separate commercial unit and assessed a separate fee.

EMERGENCY AMBULANCE SYSTEM -- Any emergency ambulance service provided pursuant to this ordinance.

HOMESTEAD EXEMPTION: shall mean a owner-occupied residential unit used exclusively for residential purposes and occupied by the owner or one of the owners who is a citizen of this state and who is sixty-five years of age or older or is permanently and totally disabled as that term may be defined by the Legislature, and which granted by, and recognized in the records of, the Assessor of Jefferson County as exempt from a portion of the ad valorem property taxation of Jefferson County as prescribed by general law. The burden shall be upon the owner claiming the exemption to present proof of same at the time the fee is paid. If sufficient proof is not provided, the owner shall pay the normal fee.

OWNER -- Means the person, firm or corporation listed in the Jefferson County land records and/or records of the Assessor of Jefferson County as the owner of the unit as of July 1st of a given year.

RESIDENTIAL UNIT -- Means any habitable structure intended for residential use, whether occupied or unoccupied, including, but not limited to, single-family homes, duplexes, vacation and secondary homes, mobile homes, apartments, condominiums and rental units. In the case of a structure which contains multiple independent addressable dwelling units, such as duplexes and apartments, each addressable unit shall be deemed to be a separate residential unit.

SPECIAL EMERGENCY AMBULANCE SERVICE FEE -- Means the fee imposed by the Jefferson County Commission through this Ordinance and collected from the users of emergency ambulance service within Jefferson County.

USER -- Means any person, firm or corporation to whom emergency ambulance transport service is made available.

SECTION 4 - RATES

The Emergency Ambulance Service Fee imposed under this Ordinance shall be for emergency ambulance service provided for a Jefferson County Fiscal Year July 1 to June 30.

The Emergency Ambulance Service Fee established by this Ordinance shall be forty dollars (\$40.00) per residential unit per Fiscal Year.

The Emergency Ambulance Service Fee for Commercial Units shall be eighty-five dollars (\$85.00) per commercial unit per Fiscal Year.

All those residents who have been granted a property tax Homestead Exemption by the Assessor in the tax year prior to July 1, 2014, and each year thereafter, shall pay a discounted fee equal to fifty percent (50%) of the annual special emergency ambulance fee on the fee on their personal residence.

The Fee imposed under this ordinance shall be the responsibility of the record owner of the unit as of July 1st, each year. The Fee assessed and levied under the provisions of the ordinance shall be a personal obligation of the owner of the unit. The Fee shall be due and payable July 1st of each year for taxable units owned as of July 1st for services to be rendered in the fiscal year. On or before, July 1st of each year, a bill shall be mailed to the owner's mailing address on record with the Assessor of Jefferson County.

For each service year, accounts paid on or after October 1 through December 31 the fee shall increase by \$10. For accounts paid on or after January 1 through March 31 of a given service year, the fee shall increase by an additional \$20 whichever is greater. Provided, however, that the fees for those residents who have been granted a property tax Homestead Exemption shall be increased in an amount equal to fifty percent (50%) of the increase stated herein.

Fees delinquent on or after the first day of April the year after they became due and payable shall be forwarded to the County Commission. The County Commission, in its sole discretion, may collect unpaid fees through civil action filed in a court of competent jurisdiction. Such suit need not be brought in the same fiscal year the fee was billed. In any suit for collection of delinquent fees, the Commission is authorized to recover its reasonable costs of collection, including court costs, attorney's fees, service costs and statutory interest.

If any person believes he or she was erroneously charged an emergency service fee, the County Commission shall provide, upon the person's request, an exoneration form. The form shall be completed and returned to the County Commission no later than September 30 of the Fiscal Year for which the fee applies. The County Commission staff shall, within a reasonable time, investigate any request for exoneration. The County Commission shall, at its next regular meeting after completion of the investigation, consider each written request for exoneration and staff's recommendation regarding the exoneration request. If good cause for exoneration is found by the County Commission, the Commission shall exonerate or modify the imposed charges, and shall notify the person in writing of its actions. If the Commission does not exonerate or modify as requested by the applicant, the person requesting exoneration may appeal to the Circuit Court of Jefferson County. The appeal must be filed within 30 days of the Commission decision upon the exoneration.

SECTION 5 - RATE CHANGES

The service of ambulance protection shall be continued, maintained, and improved by the Jefferson County Emergency Services Agency at the charge and expense of the owners of all residential and commercial units within the county. The fees shall be imposed, assessed and collected as set forth in this Ordinance. In the event the JCESA determines change in the fee imposed by this ordinance is necessary, it shall, by resolution, request the County Commission consider approving the recommended a change. The JCESA shall submit copies of its current budget, the future budget developed under Section 7 and any other documentation supporting the proposed a change in the fee. The County Commission retains sole discretion in approving, denying or modifying any fee change. Procedures set forth in Article 15, Chapter 7, Section 17 of the Code of West Virginia for the initial levy of such a fee shall be followed by the County Commission in the event an increase is sought.

SECTION 6 - EFFECTIVE DATE

This Ordinance shall become effective June 30, 2014. The fee assessed and levied by this ordinance shall be for services to be rendered from July 1, 2014 to June 30, 2015, and each fiscal year thereafter.

SECTION 7 - USE AND MANAGEMENT OF FEE PROCEEDS

The proceeds from the imposition and collection of the Emergency Ambulance Service Fee shall be deposited in a special fund for the benefit of the JCESA held by the Treasurer of Jefferson County and shall be used only to pay reasonable and necessary expenses actually incurred, including personnel, training, supplies and equipment used in providing emergency ambulance service to residents of Jefferson County. The proceeds may be used to pay for, in whole or in part, the establishment, maintenance and operation of the Jefferson County Emergency Services Agency. Proceeds not expended in a given Fiscal Year will be maintained in the special fund and may be used in subsequent Fiscal Years as necessary.

*100%
Backfill!*

*advertise
the Dec.
Meeting*


SECTION 8 - BUDGET DEVELOPMENT

The Jefferson County Emergency Services Agency shall hold an annual public hearing for the purpose of receiving written or oral public comments pertaining to the operations of the JCESA within Jefferson County. This public hearing shall be advertised as a Class II legal advertisement in local newspapers within the County.

The required public hearing shall be held no later than the regular December Board of Directors meeting in order to provide JCESA sufficient time to consider any improvements or changes in services and to account for said changes when submitting the annual budget request to the Jefferson County Commission.

As required by the JCESA Ordinance, JCESA shall prepare a financial statement and budget detailing the upcoming Fiscal Year projections for the special emergency ambulance fund. The Board of Directors shall make recommendations to the County Commission regarding the need to change or maintain the rates charged for the upcoming year.

SECTION 9 - DATA USED FOR ASSESSMENT OF FEES

Upon completion of the annual budget for the Fund, County Commission shall request the Assessor to provide it with a list of all residential units, commercial units, and commercial square footage within the meaning of this Ordinance within the county to be utilized as the data base for billing the Special Emergency Ambulance Service Fee commencing the following July 1. In addition, GIS shall provide a list of addressable units within each category to assist in the identification and classification of commercial and residential units within the county. Each residential and commercial unit shall have an account established in the name of the owner of that unit and a bill in the amount of the fee shall be delivered to that unit by US Postal Service on or after July 1 of the Fiscal Year. The Assessor will further provide monthly updates to County Commission so that the database can be maintained on a current basis.

SECTION 10 - COLLECTION OF DELINQUENT ACCOUNTS

In mid-January, letters shall be sent to all unpaid accounts as a status reminder including a notice of late fees and charges and a notice that delinquent accounts will be submitted for collection after March 31st. On or about April 1, all delinquent accounts at that point shall be submitted for collection by either internal or external agencies.

SECTION 11 - INITIAL USE OF FUNDS AND POSITIONS ★

Funds will initially be allocated to train, hire and equip Fire Fighter/Paramedics and Fire Fighter/EMTs assigned based on response time to maximize limited resources.

100% backfill of current deployment

SECTION 12 - AMENDMENTS AND SEVERABILITY

This Ordinance may, from time to time, be amended by a majority of the members of the County Commission as they deem it necessary and appropriate.

If a court of competent jurisdiction declares any provision of this Ordinance to be void, invalid or ineffective in whole or in part, the effect of such decisions shall be limited to those provisions which are expressly declared to be void, invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully enforceable and effective.

This Ordinance shall become effective upon June 18, 2015.

NOW THEREFORE, THIS ORDINANCE IS ENACTED AND ORDAINED BY THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA.

Given under my hand and seal this 4th day of June, 2015.

Jane M. Tabb
Jane Tabb, President