



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue
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Minutes
May 16, 2017

The May 16, 2017 meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 7 pm on Tuesday May 16, 2017 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson West Virginia 25438. Board Members present: Chairman Chris Conroy, Vice Chair Jane Tabb, Member Aaron Watson, Member Dr. Jason Turner and Treasurer Andrew Arnold. Medical Director Dr. Treese and the Volunteer Fire Rescue Association President Ron Fletcher.

Assistant Prosecuting Attorney: Nathan P. Cochran was present.

Call to Order

Chairman Chris Conroy called the meeting to order at 1900 hours.

Approval of Minutes

The minutes were approved for the public hearing as presented. A motion by Jane Tabb was made to accept those minutes as presented. Chris Conroy seconded the motion. The motion passed 4-0.

Treasures Report

We are spending what we forecasted. A motion was made by Treasurer Andrew Arnold to accept as presented and Chair Chris Conroy seconded the motion. The motion passed 4-0.

Chairman's Report

A discussion reference labor hours and our upcoming hiring process occurred.

President of JCFRA

President Fletcher spoke and stated he was happy to be back!

Directors Report

No data was received from communications to report on.

Director Pouget gave a report on labor hours. The officers are managing backfill and we are averaging a 1% overtime rate. This is excellent management and it takes accountability and vigilant daily management and planning to see numbers like this.

Director Pouget discussed our July deployment. The deployment is based on call demand with the exception of finally staffing Middleway with a full-timer.



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Director Pouget discussed the need for input reference the Directors Annual Report.

Director Pouget updated the Board on a DEP issue. On May 2, 2017 the DEP issued a citation for the JCESA to be compliant reference a water / oil separator. Attorney Nathan P. Cochran is filing paper work with the State. Nathan P. Cochran requested a motion for the Board to allow him to proceed with an appeal. Vice Chair Jane Tabb made the motion and Treasurer Andrew Arnold seconded the motion. The motion passed 5-0.

A discussion ensued reference the decommission of Ambulance 11. The subcommittees suggested that the Board ensure a fair process that would allow the companies in need to bid on Ambulance 11. There was a lot of discussion on Blue Ridge Mountain Volunteer Fire Company and the appreciation of their work transporting DOA's. In addition the Board discussed that BMVFC is down an ambulance and can't afford to fix it. Treasurer Andrew Arnold made a motion to do a sealed bid on Ambulance 11 with the seven Volunteer Fire Departments. Chairman Chris Conroy seconded the motion. The motion passed 5-0.

Director Pouget gave an update on the Audit that will be completed by June 30, 2017.

Volunteer Recruitment and Retention Grant: Allen Keyser reported on the progress promoting the Grant. They will be shooting the commercial in June.

Director Pouget updated the Board on P card training and P cards.

Director Pouget updated the Board on the poor condition of the BLS chase car. A proposal will be brought to the Board to review for a new chase car in June.

Assistant Chief Marshall DeMeritt reported on the Lucas Grant. Daniel Henderson did an excellent job of writing the Grant and it would appear we will be awarded 15 Lucas devices.

Committee Reports

Administrative Committee:

Operational Committee:

Budget Committee:

The committee reports centered on Ambulance 11. (See Director Pouget's report)

Unfinished Business



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New Business

Public Comment

Board Member Comments

Chair Chris Conroy turned in his resignation letter.

Adjournment: Motion to adjourn by Chair Chris Conroy. Seconded by Vice Chair Jane Tabb.
Motion passed 5-0.

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