



## JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue  
Ranson, WV 25438  
E-mail – [jcesa@jcesa.org](mailto:jcesa@jcesa.org)  
Telephone – 304-728-3287  
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Minutes  
April 18, 2017

The April meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 7pm on Tuesday April 18, 2017 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438. Members present were Chairman Chris Conroy, Vice Chair Jane Tabb, Treasurer Andrew Arnold, Member Aaron Watson, and Association President Ron Fletcher.

Prosecuting Attorney Nathan Cochran was not present.

Roll Call     Sign in Sheet

Call to Order

Approval of the March Minutes

Vice Chair Jane Tabb voted to approve the minutes with two corrections requested. Treasurer Andrew Arnold made a motion to accept the minutes with those corrections. The motion passed 4-0.

Treasurer's Report

Treasurer Andrew Arnold presented the treasures report. We are on budget. Vice Chair Jane Tabb made a motion to accept the report and Member Aaron Watson seconded the motion. The motion passed 4-0.

Chairman's Report

- Discussion of labor and exploring different staffing models ensued.

President JCFRA

- No report

Director's Report

- Data progress
- "Proposed" staffing changes as of July 1, 2017. "Proposed deployment" of 3.4 positions.
- Administrative Policy updates.
- Request permission to start planning annual report. Format?
- Dr. Fields to start class and compensation study in May 2017.
- Update on DOA transports. MOU with Blue Ridge Fire Company.
- Request to decommission Ambulance 11. Cost savings. Two proposals to send to the Budget Committee. Chairman Chris Conroy made a motion to accept the

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MOU drafted by Nathan Cochran. The motion was seconded by Treasurer Andrew Arnold. The motion passed 4-0.

- Progress on the Audit for 2016. Member Aaron Watson made a motion to accept the two year contract for the audit. The motion was seconded by Treasurer Andrew Arnold. The motion passed 4-0.
- Request a motion to have the Treasurer and Director sign the Adoption Agreement for the WV state 457 program (Deferred Compensation). The motion was made by Andrew Arnold to have the Director and Treasurer sign the adoption agreement for the WV state deferred compensation program. The motion was seconded by Chairman Chris Conroy. The motion passed 4-0.
- Volunteer RRT Grant update was given by Allen Keyser.

### Board Member Requests

#### Committee Reports

- Administrative Committee Report: no report**
- Operations Committee Report : no report**
- Budget Committee Report: no report**

### Unfinished Business

### New Business

#### Public Comment (Limit 5 minutes per person)

Chief DeMeritt supported the Director.

Pete Kelley spoke and gave an update on EMS at the State level.

#### Board Member Comments

Vice Chair Jane Tabb spoke about the update on the ambulance fee.

#### Adjournment

Chairman Chris Conroy made a motion to adjourn the meeting. Seconded by Vice Chair Tabb.

These minutes were prepared by Director Denise S. Pouget



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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.