



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue
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Minutes June 20, 2017

The June 20, 2017 meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 7 pm on Tuesday June 20, 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, Treasurer Andrew Arnold and the Volunteer Fire Rescue Association President Ron Fletcher.

Assistant Prosecuting Attorney: Nathan P. Cochran was not 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.

The Bank of Charlestown reported on options to insure The Jefferson County Emergency Services Agency Bank Accounts. With the JCESA average amounts in the bank accounts being over \$250,000.00, the BCT has stated they need to take better steps to insure our funds. The option to move to “sweep” accounts with FDIC insurance and ICS growth with deposits was chosen. This is the safest option and was discussed with Mr. Baker the financial advisor for JCESA. This would be effective July 1, 2017. Treasurer Andrew Arnold made a motion to go with the ICS / FDIC insured sweep accounts pending a legal review and budget committee review. If either entity finds an issue prior to July 1, 2017 this motion can be cancelled with a special Board meeting. Otherwise it will go in effective July 1, 2017. It can be changed by the Board at any time. The motion was seconded by Chairman Chris Conroy. The motion passed 4-0.

It's About Saving Lives...

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Chairman's Report

President of JCFRA

President Fletcher reported on the combined Chiefs and Association meeting.

Directors Report

Director Pouget reported on data concerns the volunteer departments have addressed. Inconsistencies have been found.

Director Pouget gave a report on labor hours. The officers are managing backfill and we are averaging a 3% overtime rate. We expect this to continue for a few months while we on board employees. Although this is a 2% increase in labor hours, 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.

Director Pouget discussed the need for a chase car. Captain Burner reported on the condition of the chase cars and our vehicle situation being desperate. His plan was to accept a donation from the Sheriff's Department of a Dodge Durango and \$1,000.00 to prepare the vehicle for operations. Captain Burner also presented a detailed comparison for the new chase car we are requesting. Aaron Watson made a motion to accept the bid of \$42,000.00 for the new chase car and to accept the Sheriff's donated Dodge Durango along with the permission to spend \$1,000.00 to prepare the vehicle for operations. The funds will be taken out of ambulance fee.

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 did file paper work for an appeal with the State per the Boards motion last month.

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. The commercial was completed in June.

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Committee Reports

Administrative Committee:

Operational Committee:

Member Aaron Watson discussed that there was some confusion reference how the bid was written. Some felt it was unclear. He also discussed with the board the uniqueness reference one of the bids. Aaron Watson discussed that he asked the Chiefs Committees for their input. The Chiefs recommended bidding Ambulance 11 out again. There was discussion about who was the highest bidder. One bid was for service reference DOA's and \$5.00 cash, another was for \$4,100.00

Chairman Conroy made a motion to award the ambulance 11 to Middleway Fire Department. It was seconded by Treasurer Andrew Arnold. Much discussion ensued. Prior to the vote, Chief Cogle left and told the Board the Van would be back in the morning. The Board then took a vote. The motion passed 4-0 to award Middleway Ambulance 11. Discussion ensued reference a backup plan for JCESA providers to staff the van on an on call basis.

Budget Committee:

Unfinished Business

New Business

Public Comment

Chief Morgan talked about his letter requesting the immediate resignation of the Communications Director. He asked for the JCESA Boards support.

Chief Mood spoke about his support for Aaron Watson's actions in seeking input on the bids for ambulance 11.

Captain Burner praised the Board for their engagement.

Board Member Comments

Treasurer Andrew Arnold spoke about the serious concerns and safety of our personnel reference issues with the Communications Center.

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President Fletcher praised Aaron Watson and Andrew Arnold for their effort to represent the volunteer's best interest.

Chairman Chris Conroy advised the volunteers to put a vote of no confidence in reference the Director of Communications.

Chief Morgan advised everyone to keep Jay Watson in their thoughts and prayers.

Adjournment: Motion to adjourn by Chair Chris Conroy. Seconded by Vice Chair Jane Tabb. Motion passed 4-0.

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

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