



## 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  
February 20, 2018

The February 20, 2018 meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 7 pm on Tuesday February 20, 2018 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson West Virginia 25438. Board Members present: Chairman Andrew Arnold, Treasurer Aaron Watson, Secretary Elliot Simon, Commissioner Josh Compton, and Member Steve Sowers.

Assistant Prosecuting Attorney: Nathan P. Cochran was present.

### Call to Order

Chairman Arnold called the meeting to order at 1900 hours.

### Entertaining Motions for the Vice Chair of the JCESA

Andrew Arnold opened the meeting with nominations for Vice Chairman. Josh Compton nominated Elliot Simon. The nomination was seconded by Steve Sowers. The nomination carried 4-0.

### Approval of Minutes

The January minutes were presented to the Board along with the February special meeting minutes. Reference the January 23, 2018 minutes, a motion was made by Chairman Arnold to accept the minutes. The motion was seconded by Elliot Simon. The motion carried 5-0. Reference the February 7, 2018 special meeting minutes. A motion was made by Chairman Arnold to accept the minutes. The motion was seconded by Elliot Simon. The motion carried 5-0.

### Treasurer's Report

The Director assisted Treasurer Watson with the Treasures report. A discussion ensued reference take home vehicles. Chairman Andrew Arnold made a motion to accept the treasurer's report. Josh Compton seconded the motion. The motion passed 5-0.

### Chairman's Report

Chairman Arnold reported on his visit to the Chief meeting.

### President of JCFRA

Not present

### Directors Report

- Report on re-org and the Administrative Guideline Manual
- Recruitment and retention update.

***It's About Saving Lives...***



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- Community Risk Reduction.
- Public Education plan.
- CPR for County employees.
- Heart safe community Grant.
- Review of fiscal 2017 Audit.

### Unfinished Business

Report on the update for JCESA receiving P Cards for the Director and supervisory staff. Chairman Andrew Arnold discussed the possibility of utilizing for the Volunteers.

### New Business

#### Public Comment

Chief DeMeritt made comment about the comradery of the Board since the arrival of Director Pouget. Several positive comments followed.

#### Board Member Comment

Several positive comments were made about the relationship and current status of the Agency under the direction of Director Pouget.

Executive Session Member Steve Sowers made a motion to go into executive session. The motion was seconded by Josh Compton. The motion carried 5-0.

Chairman Arnold made a motion to come out of executive session. The motion was seconded by Treasurer Aaron Watson. The motion passed 5-0.

A motion was made by Aaron Watson to accept Director Pouget's resignation. The motion was seconded by Steve Sowers. The motion carried 5-0.

Aaron Watson made a motion to appoint Allen Keyser as interim Director. Motion was seconded by Josh Compton. The motion carried 5-0.

Aaron Watson made a motion to appoint Elizabeth Granzow as interim Grant Manager and recruiter for the Volunteer Recruitment and Retention Grant. The motion was seconded by Elliot Simon. The motion carried 5-0.

Adjournment: Motion to adjourn the meeting by Aaron Watson. Seconded by Andrew Arnold. Motion passed 5-0.



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

