



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

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Meeting Minutes April 17, 2018

The March meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7pm on Tuesday April 17, 2018 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

Roll Call Sign in Sheet

Call to Order

Chairman Arnold called the meeting to order at 1900 hours. Note: Steve Sowers made full quorum through teleconference.

Approval of the February Minutes

The March Minutes were presented to the Board. A motion was made Andrew Arnold to accept these minutes as presented. Aaron Watson seconded the motion. The motion passed 4-0.

Treasurer's Report:

Interim Director Keyser assisted Treasurer Aaron Watson with the treasurer's report. Chairman Andrew Arnold made a motion to accept the report. Aaron Watson seconded the motion. The motion passed 4-0.

Chairman's Report

Chairman Arnold reported on the Committee report regarding; potential sale of the building, streamlining positions, and inventorying asset's. Amended Motion was made to dissolve Deputy Director's position from May 5th, 2018 to June 30th, 2018. Andrew Arnold seconded the motion. Motion passed 4-0. Andrew Arnold made motion to post Recruitment and Retention Coordinator job announcement for an external search for 14 days. Aaron Watson seconded the motion. Motion passed 4-0. Chairman Arnold has nothing to report on the County Awards committee and intends it to be filed under unfinished business. Committee to be formed to further discuss the hiring process for Director's position.

President JCFRA

President Ronald Fletcher reported no quorum for the JCFRA. Reported a presentation was presented on the 1st Net phone systems. Next Meeting scheduled for May 8th at 1900hrs at Station 3.

It's About Saving Lives...

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Director's Report:

Interim Director Allen Keyser reported on the following:

1. Class and Comp roll out for FY19
2. Attended the Hazards and Mitigation meeting held by the Homeland Security
3. Reported on the P card process
4. Update on Volunteer Recruitment and Retention Grant
5. Reported on the Public Education Plan/ Training update
 - EVOC class at Summit Point Raceway
 - Aerial Operators class in June
6. Reported on the CPR/AED awareness training for county employee's April 5th and 10th CPR/AED awareness training
7. Reported on the community outreach/ "stop the bleed"

Board Member Requests

No Board Member request

Unfinished Business

No Unfinished Business

New Business

No new business

Public Comment (Limit 5 minutes per person)

Board Member Comments

Executive Session

Adjournment

Motion to adjourn the meeting by Andrew Arnold. Seconded by Aaron Watson. Motion passed 4-0.

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