



# JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue ■ Ranson, WV 25438  
Tel: 304-728-3287 ■ Fax: 304-728-6221 ■ [jcesa.org](http://jcesa.org)

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## AGENDA September 15, 2020

The September meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7:00 p.m. on Tuesday, September 15, 2020.

This meeting will be held via video conferencing and the public will not be permitted into the building. However, they are invited to attend via live stream by following the link *Live Board Meeting*, which will appear on the [jcesa.org](http://jcesa.org) website under the *Board of Directors* tab.

Public comments are welcome via email to [dlancaster@jcesa.org](mailto:dlancaster@jcesa.org). All public comments received by 5:00 p.m. on the day of the meeting will be read during the meeting and included in the minutes. Please indicate in your e-mail that it is public comment and include your name.

ROLL CALL Sign-in Sheet – Call to Order by Elliot Simon, Chairman

### APPROVAL OF MINUTES

- August 13, 2020 – Special Meeting Minutes (Discussion/Action)
- August 18, 2020 - Regular Meeting Minutes (Discussion/Action)

### NOMINATION AND ELECTION OF ESA OFFICERS FY21

- Per ESA Bylaws, Article 3 (a)-(f) the board shall nominate and elect one each of its appointed members as: Chairman, Vice-Chairman, Treasurer, and Secretary – Simon (Discussion/Action)

### TREASURER'S REPORT

- Craig Simpson assisted by Allen Keyser, Director  
– August 2020 Financials (Discussion/Action)

### CHAIRMAN'S REPORT

- Delegate Board Member Faas to run next joint meeting between ESA and FRA

JCFRA REPORT – None

### ***It's About Saving Lives***

*JCESA is an equal opportunity emergency service provider,  
Employer, and community partner of Jefferson County WV.*

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## DIRECTORS'S REPORT

- Breast Cancer T-Shirts \$10.00 ea. (sizes small to 5x) - next year new design based on submitted and voted on by staff - BCACV Breast Cancer Awareness – Cumberland Valley
- JC Chamber of Commerce - 20<sup>th</sup> Annual Public Service Recognition Virtual Ceremony – EMS/Fire Service Provider Nominee Selection
- IRS Form 990 Packets for County VFD's – Update

BOARD MEMBER REQUESTS - None

UNFINISHED BUSINESS - None

## NEW BUSINESS

- Board to appoint (3) board members to serve as “Audit Committee” to be available as needed for the CPA conducting the ESA independent audit for years ending June 2020 and June 2021 (Discussion/Action)
- David Howell, CPA – Audit Proposal Bid for FY20-21 has been accepted – completion dates will be Nov 2020 and Nov 2021

PUBLIC COMMENT – (Limit 5 minutes per person)

## ADJOURNMENT

Members of the public having any questions about the meeting may contact JCESA at 304-728-3287 during normal business hours.

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