



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

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Unofficial Summaries May 16, 2023

The May regular meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held on Tuesday, May 16, 2023, at the JCESA office.

ROLL CALL

Member	Present	Member	Present
Craig Simpson	Yes	Debbie Lancaster	Yes
Tricia Jackson	Yes	Tony Troxel	Yes
Nathan Cochran	Yes*	Mike Sine	Yes
Dr. Marney Treese	Yes*	Steve Harris	Yes
Bryan Derrickson	Yes	Adam Watson	No
John P. Jones	Yes	Tina Lantz	Yes*

*Present via Zoom

CALL TO ORDER

The meeting was called to order at 7:02 p.m. by Chairman Simpson, with a confirmed quorum.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

- Chief E. Cogle – BRMVF Co. 5 provided the board with a station construction update.
- Jeri Wines – Expressed her thanks and appreciation for the Board of Directors and all they do and offered her suggestions on ways to promote interest to others in seeking a career in the EMS field.

APPROVAL OF MINUTES

- **Motion** by Troxel, 2nd by Harris to approve the April 18, 2023, Regular Meeting Minutes – Motion carried unanimously on voice vote.

TREASURER'S REPORT – Harris

1. Reported on accounts and expenses through April of 2023.
 - **Motion** by Jackson, 2nd by Derrickson to approve – Motion carried unanimously on voice vote.

CHAIRMAN'S REPORT – Simpson

1. EMS Vehicle Sealed Bids – 2013 Ford Expedition
 - Interim Director Sine stated that the vehicle is no longer in use.
 - **Motion** by Jackson, 2nd by Harris to approve accepting sealed bids for the 2013 Ford Expedition – Motion carried unanimously on voice vote.

IAFF LOCAL 5351 REPORT – None

JCFRA REPORT – Chief Mood

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- Continuing to work on the Fire Levy draft – 2 months out from getting it finalized and approved by the VF companies – hopefully ready for Primary Election 2024 public voting.

INTERIM DIRECTOR'S REPORT – *Sine*

- ESA Administrative office will be closed Monday, May 29th in observance of Memorial Day, and Monday, June 19th, and Tuesday, June 20th in observance of Juneteenth/West Virginia Day.
- EMS Week - May 21-27, 2023
- Reminder - Life Saving/Unit Citation/Stork Award Ceremony Friday, May 26th at 11:00 a.m. here at ESA. Staff and area first responders to be recognized.
- Past 4-weeks: 405 EMS Calls, 1 Structure Fire w/call back, and Incidents have been normal.
- Started to receive MCA Billing Income and continue to receive some ARPA Expense Reimbursements.
- Harpers Ferry Truck is an additional item that was not budgeted and is to be reimbursed through ARPA, which will be submitted soon.

UNFINISHED BUSINESS

1. ESA' support of Fire Levy – continue to table until FRA provides more information.
2. Board Legal Matter – continue to table - Harris

NEW BUSINESS - *None*

1. Move next month's Regular Board meeting to the following Tuesday, June 27th due to the state holiday falling on June 20th.
 - **Motion** by Jackson, 2nd by Troxel to approve moving next month's regular board meeting from June 20th to Tuesday June 27th – Motion carried unanimously on voice vote.

FINAL DIRECTOR POSITION INTERVIEWS

1. The following 4 Candidates were interviewed, each individually asked a series of 15 questions from a list put together by the board members:
 - a. Glenn A. Mason (7:15 pm – 8:09 pm)
 - b. Theodore M. Sine (8:14 pm – 8:48 pm)
 - c. Matthew P. Ryan 8:56 pm – 9:22 pm)
 - d. R. Craig Horn (9:24 pm – 10:18 pm)
 - At 7:14 p.m. **Motion** by Derrickson, 2nd by Jackson to go into executive session to discuss and interview candidates for the Director position – Motion carried unanimously on voice vote.
 - At 10:49 p.m. **Motion** by Harris, 2nd by Derrickson to come out of executive session – Motion carried unanimously on voice vote.
2. After much discussion and consideration, the board of directors agreed to select R. Craig Horn as the new Director/Chief of JCESA.
 - a. Votes: (3) for G. Mason; (4) for R. C. Horn
 - **Motion** by Jackson, 2nd by Harris to approve the selection of R. Craig Horn as the new Director/Chief of JCESA with a start date on or about June 1, 2023 – Motion carried unanimously on voice vote.

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ADJOURNMENT

- **Motion** to adjourn by Jackson, 2nd by Harris – Motion carried unanimously on voice vote. Meeting adjourned at 10:52 p.m.

Respectfully submitted by Debbie Lancaster, Secretary.

Approved – Craig Simpson, JCESA Chairman

Date

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