



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

AGENDA

JULY 21, 2015

The May meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7 pm on Tuesday, May 19, 2015 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

Roll Call

Sign-In Sheet

Call To Order

Conduct of Meetings

(RK) Discussion

Introduction of New Board Member (Steve Sowers)

(RK)

Introduction of New Director (Denise Pouget)

(RK)

Approval of Minutes

June 16, 2015 Regular Meeting

July 2, 2015 Special Meeting

Old Business

- Replacement of Business Manager & Review Job Description (RA) Discussion/Action
- Request for Response Area by Ryneal Medical Transport (CC) Discussion/Action
- JCESA "MOU" Eackles, Spencer & Norton Funeral Home (NC) Discussion/Action

Possible Executive Session

- What is the correct process for resolving issues that were "discussed" but not resolved at the last meeting? Who is to be involved when the board members cannot agree on issues?

(DC) Discussion/Action

Treasurer's Report

- Projection through June 30, 2015
 - JCESA General / Payroll Account
 - Ambulance Account
 - Building / Mortgage Fund
 - Fire Company Account
- Status of Funds 2015 Projection



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Chairman's Report

- Revision of bylaws/Policy for Medical Director position on Board Discussion/Action
- Clarification of Agency Responsibilities (Letter) Discussion/Action
- Review Roberts Rule of Order for Meetings Discussion/Action

President JCFRA

Directors Report

- Director's Packet see attached Discussion/Action

1. Introduction of myself and fielding any questions reference my career, experience and background.

2. Discussion of board's expectations and monthly Directors report items.

3. Monthly budget report.

4. Overview of first steps (DP)

Board Member Requests

- 2015-16 Budget review & revision (JT)
- Employee radio policy – I had this on the agenda previously and have not seen the policy which I thought Doug Pittinger agreed to draft. (JT)

Committee Reports

- CIP Committee
- Personnel Committee (Possible Executive Session) Discussion/Action



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New Business

- Election of New Officers on JCESA Board (RK) Discussion/Action
- Employee annual leave accrual rate and disbursement policy (CC) Discussion/Action

Employee Liaison

Board Member Comments

Public Comment (Limit 5 minutes per person)

Adjournment

Members of the public are invited to attend the meeting. The JCESA Operations Center is handicapped accessible. Members of the public having any questions about the meeting may contact JCESA at 304-728-3287 during normal business hours.