



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

AGENDA

MARCH 17, 2015

The March meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7 pm on Tuesday, March 17, 2015 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

- **Roll Call**

- Sign-In Sheet

- **Call To Order**

- **Approval of Minutes**

- February 17, 2015
- February 25, 2015

- **Old Business**

- JCESA staffing for new employee (DP & EH) Discussion/Action
 - Refer to Item #5 Directors Report
- Revenue Sharing (JT) Discussion/Action
- JCESA Bylaw "Copies Provided" (Feb 17, 2015) (DP) No action needed
- Employee Station Duties (JW) Discussion/Action
- JCESA Employee Station Duties Report (EH) Discussion/Action
- OG 2390 and MOU with ESN Funeral Home given to Stephanie Grove for legal review (DP) Discussion/Action
- JCESA application for P Card given to Stephanie Grove for legal review (DP) Discussion/Action
- JCESA access to OG's on Website (DP) Discussion/Action
- Election of Secretary (DP) Discussion/Action



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- Possible Committee Appointment to Review JCESA Staffing proposal submitted by Marshall & Watson (RK) Discussion/Action

- **Treasurer Report**
 - February Status of Funds (In packet) Discussion/Action
 - JCESA – Fire Department – Ambulance Fee Proposed FY 2016 Budgets from Tim Stanton (Copies Included In Board Packet)

- **Chairman’s Report**

- **President JCFRA**
 - Jefferson County Fire Board Laws
 - JCFRA State Code

- **Directors Report**
 - Director’s Packet (see attachment) Discussion/Action

- **Board Member Requests**
 - News Article for Discussion (RA) Discussion/Action

- **Committee Reports**
 - Ad Hoc Committee Fire MOU (JW) Discussion/Action
 - CIP Committee Discussion/Action
 - Employee Grievance (SG) Discussion/Action



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- **New Business**

- Failure to follow Death In The Field Protocol (CC)
 - Internal investigation / Preliminary draft of finding and actions taken at this time (DP)
- Jefferson County Fire Board laws (MH) Discussion/Action
- JCFRA and State Code (MH) Discussion/Action
- Resignation of Business Manager Discussion/Action
 - “ Personnel Committee Start Replacement of Position
Review current Business Manager tasks
“Copy of same in packet”

- **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.