

JEFFERSON COUNTY EMERGENCY SERVICES AGENCY



SPECIAL MEETING MINUTES

JANUARY 6, 2015

Chairman Kelley called the meeting of the Jefferson County Emergency Services Agency to order at 7:01 p.m., Tuesday, January 6, 2015, in the Jefferson County Emergency Services Agency Building, 419 Sixteenth Avenue, Ranson, WV.

Attendance	Present	Absent	Attendance	Present	Absent
B. Aitcheson	X		P. Kelley	X	
D. Carter	X		J. Tabb	X	
C. Conroy	X		J. Wysong	X	

Also in attendance:

Doug Pittinger, Director
Ed Hannon, Deputy Director
Joshua Smith, JCFRA
Gary Lescalleet, BRMVFC
Vincent Tiong, CFC
Beth Jeffries, JCESA
Jeff Plautz, IFC
Mike Mood, MVFC
Samatha Turner, BFD

Ross Morgan, SFD
Marshall Demeritt, SFD
Marty Freeman, JCESA
Randy Whittington, BFD
Tamara Trafford, JCESA
Keith Kain, FFC
Craig Simpson, SFD
Chris Higdon, FFC

Legal Counsel opinion on Ambulance Fee spending and revenue sharing-Approval of Board letter to County Commission requesting legal opinion on same

County Attorney Stephanie Grove made a presentation to the Board regarding the ambulance fee. She noted that employees hired using ambulance fee funding are governed by the Ambulance Fee Ordinance which requires revenue sharing by the volunteer fire departments. To the extent these personnel generate income for the volunteer fire departments the revenue sharing agreement must be in place. As far as hiring new personnel, if the revenue sharing element will be implemented swiftly she believes that agency can go ahead and hire. If revenue sharing will be a long drawn out process the answer is not so easy. The revenue sharing agreement is necessary to protect the Reorganization Ordinance from legal challenge.

The Board unanimously agreed to put the hiring of personnel on the January 20, 2015 agenda to discuss the hiring of new personnel based on input from Directors and Business Manager.

A draft letter to the County Attorney requesting a written legal opinion was reviewed by the Board and approved for transmission to the Attorney. R. Aitcheson moved approval of the letter with changes as discussed. C. Conroy seconded the motion. Vote; Unanimous.

JEFFERSON COUNTY EMERGENCY SERVICES AGENCY



SPECIAL MEETING MINUTES

JANUARY 6, 2015

Adopt revenue sharing template based on committee input at meeting and email feedback

J. Tabb presented and explained the contents of the attached document as a template for Revenue Sharing. Pages 3 – 6 are charts provided by the County Finance Director forecasting declining revenues over the next few years. Page 1 and 2 included the various elements to be included in the template and the methodology for implementation. The County Finance Director will assist in the review of the completed data.

J. Tabb moved the adoption of the Ambulance Operational Costs template as a first step to be implemented as part of revenue sharing as required by the JCESA Reorganization Ordinance. Seconded by C Conroy. Vote: 5 for 1 opposed (Aitcheson).

A draft copy of the spreadsheet will be available for the next meeting.

MOU with Fire Departments

J. Wysong presented a draft MOU between JCESA and the VFD and requested the Board and Directors review is document and comment at the next Board meeting. The draft is based on Berkeley County documents.

The Board adjourned at 8:05 pm