

JEFFERSON COUNTY EMERGENCY SERVICES AGENCY



SPECIAL MEETING MINUTES JULY 29, 2014

President Williams called the meeting of the Jefferson County Emergency Services Agency to order at 7:00 p.m., Tuesday, July 29, 2014 in the Emergency Services Agency Building, 419 Sixteenth Avenue, Ranson, WV.

Attendance	Present	Absent	Attendance	Present	Absent
J. Considine		X	M. Mood	X	
C. Conroy	X		M. Sherrill	X	
J. Tabb	X		S. White		X
D. Jones		X	A. Williams	X	
B. Aitcheson		X	D. Withers		X
			T. O'Neal	X	

Also in attendance:

Doug Pittinger, Director
 Ed Hannon, Deputy Director
 Earl Cogle, BRMVFC
 Joshua Smith, JCFRA
 Scooter Himmelman, CFC
 Ronald Fletcher, CFC
 Mike Pittinger
 Dan Fritsch, CFC
 Gary Lescalleet, BRMVFC
 Patsy Noland, County Commission
 Ty Bowers, SFD

Ross Morgan, SFD
 Marshall DeMeritt, SFD
 Tam Trafford, JCESA
 R.M. Kelley, SFD
 Donald Shirley, ME
 Chris Higdon, FFC
 Donald Dunn, FFC
 Keith Kain, FFC
 Mike Hough, IFC
 Billy McDonald, IFC

Agenda Items To Address:

- Provide updated information and review the transportation of the deceased (OG 2390)**
- Provide updated information on discontinuing the JCESA morgue (OG 2390)**
- Review OG implementation date of August 16, 2014**

Director and Deputy Director gave brief summary of the time table of events concerning the OG 2390 "Handling & Transportation Deceased Patients" and discussions with stakeholders as of this date. They fielded questions from the Board when additional explanation was requested on specific topics.

A lengthy discussion followed by the Director's on what they were told by Alan Norton in reference to the morgue at Eackles - Spencer and Norton Funeral Home being discontinued. Also, discussion why Alan Norton doesn't want to obligate to transporting all deceased persons in Jefferson County on a regular basis.

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D. Shirley, County Med Examiner

Stated that the JCESA packet mailed to WV State Medical Examiner's Office has been submitted to the West Virginia Attorney General's office for review and at this time no response has been issued to his knowledge.

D. Shirley & Commissioner Noland

Who owns the morgue at the funeral home?

They were under the impression that Sheriff R. Shirley purchased the morgue now housed at the local funeral home. Director Pittinger advised them that the morgue purchase was approved by the JCESA Board and the Board had purchased and paid for the same. No funds from the Sheriff's Department utilized in this procurement. Director Pittinger contacted all the Jefferson County funeral homes at time of purchase and Eackles – Spencer and Norton agreed to house the morgue on a temporary basis when no other funeral home was agreeable to do so.

Commissioner Noland

Stated she met with Alan Norton of Eackles, Spencer and Norton Funeral Home this afternoon and he wants to keep the morgue but will not obligate to transports on a regular basis twenty four/seven due to limited staffing.

Mr. Norton does want to be assured that all deceased will be removed in reasonable amount of time. Director Pittinger asked how that request can be guaranteed by JCESA and/or the medical examiner.

What do other counties and states do with the field deaths?

Director Pittinger gave examples of in state and out of state field death procedures which vary from agency to agency.

What is the family of deceased to do when their love one dies at home?

Director Pittinger referred to OG 2390 and explained in detail.

Mike Mood

Discussed an email to the Director stating that Middleway Fire would like to continue transports when volunteer crews are available and keep JCESA staffing in service for their second due EMS calls. Mr. Mood states in an email that Brown's Funeral Home in Martinsburg will accept deceased from Middleway Fire if they make the transports to them. Brown's will not commit to handle Jefferson County deceased transports

Patsy Noland

Not happy with the press release from JCESA. Her thoughts were that JCESA and volunteer EMS departments were going to leave the deceased at home location of death and never transport. Discussion followed for clarification by Chris Conroy and others explaining in more detail the procedure.

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Tim O'Neal

JCESA Board and EMS Chiefs have made educated decision and created policy (JG 2390) after many months of work, "Let it Stand"

Alan Williams

It's appears that there are two issues to resolve this evening:

- 1) Transportation of deceased
- 2) Morgue operations

E. Hannon

Asking whom will meet with Alan Norton to revisit the morgue issue if that's what the Board desires?
E. Hannon would like to have Board member(s) take on the task of doing so.

Chris Conroy

Mr. Conroy offered to create an MOU with Eackles - Spencer and Norton Funeral Home (Alan Norton) to permit morgue to remain at said location after August 16, 2014. Pittinger raised concerns about JCESA going against legal counsel advice not to be involved in morgue operations based on written correspondence from Jefferson County Prosecuting Attorney's Office.

Mike Mood agrees to assist Chris Conroy with creating MOU.

Pres. Williams accepts the offer of C. Conroy and M. Mood to pursue with MOU

No motion to accepted nor seconded by the Board No vote taken on the above actions.

Jane Tabb

Question then arises as to the transportation of deceased and Conroy and Mood agree to come up with workable solution on that issue as well. Whom will be transporting deceased seems to be a major issue at well.

Commissioner Tabb requested that M Mood and C Conroy keep the County Commission updated on the MOU status

Alan Williams

OG 2390 stands as written and approved, still in effect as of August 16, 2014 unless MOU Committee (Mood and Conroy) create modifications prior to that date.

Ed Hannon

Asked Commissioner Noland about her conversation with the JCESA Directors on July 24th during County Commission meeting break that morning. Commissioner Noland told her recollection and states she was

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mad and upset with the OG 2390 as written and the implementation date. Hannon and Pittinger told their recollection of same conversation. There were discrepancies between the Noland recollection and the Pittinger/Hannon recollection of what was stated in that conversation.

Public Comments

Mike Hough

Not in favor of committing ambulance to transporting deceased. Gave examples of why he's doesn't think it's a good practice to do so. Addressed Commissioner Noland during his presentation

T. Trafford

Concerned that County Commission isn't updated on JCESA issues. Feels that County Commissioner Tabb, being our representative to Board, should communicate with the other County Commissioners on JCESA activity.

Stated on many occasions, she is the only paramedic on duty with JCESA on night shifts and she should be available for EMS calls and not committed to deceased patients. "I can't fix dead" stated Trafford

M. DeMeritt

Press release issued by JCESA is good foundation for education
Feels misled in morgue issues
Transporting deceased is good public relations for the departments

D. Fristch

Miscommunication by many parties tonight

McDonald

Can the County Commission force payment for deceased transports?

Lescallent

I'm willing to transport deceased driver only

E. Cogle

Asking for clarification on existing policy OG 2390 as approved come August 16, 2014.
Director Pittinger stated that the regular scheduled JCESA Board meeting will be August 19th. After the implementation date approved by this Board.
Pres. Williams advises that the Committee will report back to the President and he will take "straw" vote of Board members and notify parties involved prior to August 16, 2014 of changes if applicable.

Agenda Item To Address:

Review CIP Status and additional request

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C. Conroy asking the Board members and Commissioners present how you legally transfer CIP purchased property to fire department ownership. It's apparent that JCESA is doing that on all CIP approved purchases.

There was a discussion on the process and procedure to obtain CIP funding on emergency basis per Josh Smith, Chief 7. Mr. Smith stated that such request is exempt from the normal approval process. Board members unaware of such process and will research that procedure and report back at the August Board meeting.

President Williams advised the Board that Ed Boober resigned, effective this date. Mr. Boober was Chairman of CIP Committee for the JCESA Board. President Williams also stated that the CIP Committee had not met in months and suggests that all requests be deferred to next Board meeting on August 19, 2014. At that time, a new Chairman of the CIP Committee will be appointed and then the Committee will review current and future additional requests.

Josh Smith

Request to be placed on the JCESA Board agenda for August 19, 2014 for boat purchase via CIP funds

C. Conroy moved to adjourn, T. O'Neal seconded. Meeting adjourned 9:02 pm

Respectfully submitted,

Douglas M Pittinger
July 30, 2014