



# JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

## MEETING MINUTES

**MARCH 18, 2014**

The March meeting of the Jefferson County Emergency Services Agency (JCESA) Board called to order at 7 pm on Tuesday, March 18, 2014 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438 by President Allan Williams.

Members	Present	Absent	Members	Present	Absent
R. Aitcheson	X		M. Sherrill	X	
E. Boober	X		J. Tabb	X	
C. Conroy	X		S. White	X	
J. Considine	X		A. Williams	X	
T. O'Neal	X		D. Withers	X	

**Also in attendance:**

- |                        |                           |
|------------------------|---------------------------|
| Jeff Plautz, IFC       | Jody Slagle, JCESA        |
| Tamara Trafford, JCESA | Matt Kennedy, JCESA       |
| Steve Harris, JCESA    | Jason Gore, IFC           |
| Paul Rosa              | Joshua Smith, JCFRA & BFD |
| Lenny Lehman, BRMVFC   | Pete Kelly, SFD           |
| Monte Conner, JCESA    | Bob Burner, JCESA         |
| Rob Amick, JCESA       | Beth Jefferies, JCESA     |
| Ross Morgan, SFD       | Marshall DeMerritt, SFD   |
| Mike Sine, JCESA       | Adam Hess, JCESA/IFC      |
| Leslie Hess, IFC       | Ed Smith, IFC             |
| Aaron Watson, IFC      | Craig Simpson, SFD        |
- Sign-in sheet circulated for attendance/roll call.

**Approval of Minutes:**

Action taken – E. Boober moved to approve the Meeting Minutes of February 2013 meeting as written. D. Withers seconded the motion.

Vote: All in favor, one abstention. Motion Carried

Discussion about process in appointing a person to chair the meeting in the case that the president is unavailable.

Action taken – D. Withers moved to except E. Boober as chair to February 2014 meeting. S. White seconded the motion.

Vote: All in favor, one abstention. Motion Carried.



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Action taken – S. White moved to accept minutes as written for February 2014 Special Meeting as written with the exception of item number 5. Motion to advise County Commission JCESA Board supports fee.

Vote: Unanimous – Motion Carried.

#### **Old Business:**

C. Conroy discussed his opposition to placing the morgue at JCESA building. Director Pittinger advised B. Polk is looking at other options.

Action Taken – C. Conroy moved to decline morgue placement at JCESA building. Director Pittinger to draft SOP for DOA and look for alternative locations.

Vote: Unanimous – Motion Carried

#### **Presidents Report:**

Action taken – R. Aitcheson motion to remove non-voting position for President of JCFRA from JCESA board. C. Conroy seconded motion.

Vote: Motion did not carry.

#### **Treasurer Report:**

Packet provided. J. Tabb asked for a more detailed financial report to be sent with packet. Director Pittinger stated he will send more detailed reports electronically with next packet.

**President JCFRA:** No new business.

#### **Directors Report: (See packet material)**

- JCESA Ambulance Bay – Heat fixed in bay.
- BRMVFC Building Renovation Status – Chief E. Cogle reported that the air quality problem is being fixed. Other improvements are budget contingent.
- Fire Chief Morgan – FOIA response mailed March 17, 2014
- Jason Gore – FOIA response mailed March 17, 2014
- Fees for FOIA Requests

Action taken – M. Mood moved to charge market rate for copies and \$20 an hour supervision and research fee. C. Conroy seconded motion.

J. Tabb moved to amend first motion to make fee one \$25 blanket fee. No motion to second.

Vote: 2 opposed. Motion Carried.



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#### **Executive Session / Personnel Issues has been differed to April Meeting.**

Action taken – T. O’Neal moved to have executive to answer County Commission questions.  
Motion seconded by R. Aitcheson.

Vote: Motion did not carry.

#### **Draft Budget Workshop video played.**

#### **Board Member Comments:**

D. Withers stated he feels the County Commission completely abandoned the citizens, volunteers and employees of the county.

J. Tabb stated that with double the expenses and have the revenue cuts must be made somewhere.

C. Conroy stated that he feels a 20% cut was generous knowing that the fee will take place of funding.

Director Pittinger asked if there was a way the County Commission would consider a deficit spending plan knowing that the ambulance fee will be put into place this year.

J. Tabb stated that could be a possibility.

Action taken – J. Considine moved to have JCESA Board support the notion of deficit spending of \$100,000 every quarter. M. Mood Seconded motion.

Vote: Unanimous. Motion Carried.

#### **Board Member Requests:**

C. Conroy moved to have volunteer fire departments submit budgets to help decide Volunteer FD funding agreement for next year. Motion withdrawn. No action taken.

R. Aitcheson moved to have only one spokesman person for the JCESA management issues/ non-emergency related events and topics to public. J. Tabb seconded motion.

Vote: Unanimous. Motion Carried.

#### **Committee Reports:**

- Employee Liaison Tamara Trafford submitted a petition signed by 17 JCESA employees asking JCESA Board to consider other Doctors for the Medical Director when the time comes.



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- Personnel Committee E. Boober, Chairman / no new business.  
Appointment of one additional committee member
- CIP E. Boober, Chairman asked that if anyone interested in becoming a committee member to please contact him so that he may forward information.

Preliminary Report Meeting - Friday, March 14th, 1:30 pm

#### **Public Comments:**

Tamra Trafford stated that she is puzzled with Emergency Medical Services getting the largest budget cut in the county. Why was the cut not done evenly across the board? States while liquidating assets will free up some funds it is only a one time solution and not practical.

Matt Kennedy stated that without the volunteers, JCESA would not be able to operate. However this is a two way street. JCESA was put into place because the volunteers could not handle the entire workload. Kennedy states that he feels J. Tabb shows no support to JCESA.

Pete Kelly stated that JCESA is a fire board by law and the JCESA Board needs to make sure they are fulfilling those responsibilities.

Monte Conner states that he feels the County Commission is trying to stack the deck by removing all current members of JCESA Board. States he feels we need a new County Commission not a new JCESA Board.

Ross Morgan stated that the JCESA Board only needs to know what the Fire Departments spend the \$61,000. They have no business knowing the entire Fire Department budget.

Marshal DeMerritt encouraged the JCESA Board to look at all other budget cuts before cutting staffing.

Paul Rosa states legally JCESA Board may only charge of copies in FAIO request. Encourages board to reopen issue and strike hourly fee. Rosa also states he feels President Williams oversteps his boundaries when speaking to the media or County Commission.

Jason Gore stated that the paid staff is needed, however the leadership positions should be looked at. Does not understand why a position that was once filled with only one person is now a two person job. Gore also feels President Williams is out of line when speaking to media and County Commission.



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Danielle Kidd stated how unprofessional she felt the County Commission was by laughing, cheering and joking over cutting the JCESA Budget and the potential layoff of multiple employees. Stated she was out raged and confused as to how a budget can be cut without the Commission understanding the numbers and how it will affect the Agency. Kidd asked Tabb to stand up for JCESA and help find solutions, not just suggest cuts.

**New Business:** None

#### **Election of Secretary for 2014:**

J. Tabb declined nomination to secretary position. E. Boober declined nomination. T. O'Neal declined nomination. Nomination deferred to April Meeting.

Action taken – J. Considine moved to adjourn meeting at 22:45. M. Mood seconded motion.

Vote: Unanimous. Motion Carried.