



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

MEETING MINUTES FEBRUARY 18, 2014

In the absence of President Williams, Vice President Withers called the Meeting of the Jefferson County Emergency Services Agency to order at 7:04 p.m., Tuesday, February 18, 2014 in the Emergency Services Agency Building at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

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
M. Mood	X		D. Withers	X	
T. O'Neal	X				

Also in attendance:

Doug Pittinger, Director
 Ed Hannon, Deputy Director
 Marty Freeman, JCESA
 Joshua Smith, JCFRA
 Ronda Lehman
 Rick Shuman

Tamara Trafford, JCESA
 Tracy Smith, BFD
 Ronald Fletcher, CFC

Sign-in sheet circulated for attendance/roll call.

Approval of Minutes:

Action Taken – Sid White moved to approve the Meeting Minutes of January 2013 meeting as written. Mike Mood seconded the motion.

Vote: Unanimous – Motion Carried.

Old Business: None

President’s Report: (Dave Withers)

Election of Board Secretary – There were no volunteers and filling the position was put on hold until next month’s meeting. The Board authorized JCESA personnel to continue as acting Secretary.

Appointment to CIP Committee: Sid White and Chris Conroy volunteered and were approved. Ed Boober will serve as the Chairman. A list of current projects is to be provided to the Committee.

Appointment to Personnel Committee: Mike Mood, Dave Withers and Chris Conroy volunteered and were approved by the Board with Ed Boober serving as Chairman.



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

MEETING MINUTES
FEBRUARY 18, 2014

Mr. Smith was introduced as the newly President of the JCFRA and a non-voting member of the JCESA Board.

Treasurer's Report: (Marty Freeman)

The Board was referred to the Treasurers report included in the Board Packet. The Treasurer solicited and received a proposal from WV Corp for Vehicle, Liability and Workers Compensation insurance. The proposal would reduce total expenditures by about \$30,000. The Treasurer requested the assistance of new Board member Robert Aitcheson to review the proposal and report back to the agency.

A discussion followed on the status of JCESA presentation of the various budget proposals presented to the Board. Mike Mood reported that the smaller companies cannot sustain service. Robert Aitcheson expressed his support for having JCESA become the sole provider of EMS due to efficiencies and savings that could be achieved.

Dave Withers expressed opposition to any action that would cut funding to the fire companies. County Commission shortfalls jeopardize public safety. He expressed concern about smaller companies failing and closing down.

Ed Boober requested that the Board send a letter to the Commission requesting that they increase the dollar value of the fee above \$40.

President of JCFRA Report: (Josh Smith)

Did not have anything to report except he felt the information on ambulance income was mis-education and that the fire companies were saving the County money. JCFRA was going to establish a committee to propose how JCESA should spend their funding.

Directors Report: (Doug Pittinger)

The Board can refer to the written report in their packet.

The Director invited all Board members to attend the 2015 Budget presentation Monday, February 24th at 10:30 a.m. The Board was advised that a decision on the 2015 budget allocation should be expected within the next 30 days.

The Director advised the board that the building continues to have heating problems in the Bay.

The Board was advised that the JCESA morgue needed to be moved from its current location at Eackles, Spencer, Norton to a County owned location and that the Director was working with Bill Polk of County Maintenance to possibly fund an addition to this building to house the morgue.



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

MEETING MINUTES
FEBRUARY 18, 2014

The Director advised the Board of a significant increase in requests for information that was consuming staff time and requested guidance from the Board on how to handle. A discussion followed and it was agreed that the Director would prioritize requests and work on them as time permits, keeping the Board informed.

Ed Hannon met with all Fire Department Presidents last week to discuss budget proposals prior to the JCFRA meeting Tuesday, February 11, 2014.

Board Member Requests:

Tim O'Neal – Inquired who controls the County dispatch methodology. Board member John Considine explained the system of dispatch and the process gone through prior to dispatch. Tim stated it should be simplified BLS or ALS only.

Ed Boober – Requested that the Ambulance Fee be put on the March agenda.

Robert Aitcheson – Reported to the Board that we have the most inefficient system of providing EMS services. There is much duplication of costs. JCESA should incorporate into the County government and have no separate duties. We need to move to an all paid ambulance service and push for a levy to fund the costs.

Mike Mood – Discussed the cost of providing fire department services and that EMS provides funds to operate fire equipment.

Josh Smith – Voiced concerns about the budget cuts to all departments. Bakerton Fire Department is against Option 3 and against any reduction to the \$61,000 Fire Department allocation. \$61,000 is not enough to function in his department.

Committee Reports:

Employee Liaison – Tamra Trafford reported that the employees would like to encourage the Board to attend the County Commission Meetings. The employees oppose the relocation of the morgue to JCESA headquarters and requested that this be reconsidered.

Personnel Committee – No Report. The committee needs to sit down and determine what areas they want to work on including a review of policies.

CIP Committee – The committee will meet to review the projects and funding.



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

MEETING MINUTES
FEBRUARY 18, 2014

Public Comments:

Tamra Trafford reported that public comments about Canadians had been made by one Board member and requested that he refrain from additional negative public comments.

Ron Fletcher thanked the Board for all the cooperation and support he had received while service as president of JCFRA. The Board thanked him for his service.

New Business:

None

Adjournment:

Action Taken – John Considine moved to adjourn the meeting. Ed Boober seconded the motion. The meeting adjourned at 8:55 pm.

Vote: Unanimous – Motion Carried.

Respectfully Submitted,

Marty L. Freeman, Treasurer

Date

Alan Williams, President

Date