WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD
REGULAR MEETING
Stillwater Medical Center
2nd Floor Conference Room
Stillwater, Oklahoma

April 21, 2021
12:00 p.m.

Present: Jerry Moeller, Harland Wells, Christa Louthan, Elaine Ackerson and Bill Worthy

Absent:

Others: Kelly McCauley, Zach Harris, Dave Baumgardner (via phone) (LifeNet, Inc.) and Cheryl Marshall (minutes)

CALL MEETING TO ORDER
Jerry Moeller, Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 12:04 p.m.

WILLIAM WORTHY – OATH OF OFFICE
The Oath of Office was signed by Bill Worthy.

APPROVAL OF MINUTES
Copies of the minutes of the March 24, 2021 regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion that the minutes be approved as presented. Louthan seconded the motion, and Ackerson, Worthy, Wells, Louthan and Moeller voted in favor of the motion.

APPROVAL OF TREASURER'S REPORT
Cheryl Marshall shared the Treasurer's Report with the members. The beginning balance of the Operating Account as of March 1 was $311,480.24. Deposits were received from the City of Stillwater, CEC, City of Perkins (Dec. Jan. and Feb.), Town of Glencoe and Noble County (Ad Val) and one membership fee. Interest accrued was $64.08. Expenses included two checks to LifeNet for $113,891.94 (Jan. and Feb.). The balance at March 30th is $224,094.16. The members reviewed the Balance Statement, Profit and Loss and Cash Flow statement prepared by Alan Lovelace, CFO. The members discussed the expenses and possible need, at some point, to consider raising the membership fee.

Ackerson moved that the Treasurer's Report be approved as presented. Louthan seconded the motion, and Moeller, Louthan, Ackerson, Wells and Worthy voted in favor of the motion.

CHAIRMAN'S REPORT
Nothing new to report.

REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF AUDIT PROPOSAL
Moeller explained that there was some delay in receiving CBEW's proposal, as it had gone to an incorrect address. The members reviewed the proposal. The proposed fee increased to $3,750 + $100 filing fee, which is an increase of $500. The members discussed sending out an RFP later in the year for the 2021 audit.

Wells moved the Board approve the engagement of CBEW to perform the 2020 financial audit in the amount of $3,750 + filing fee as presented. Ackerson seconded the motion, and Louthan, Wells, Ackerson, Worthy and Moeller voted in favor of the motion.

REPORT FROM LIFENET
Zack Harris reported that the urban emergency response time for March was at 95.8%, rural 911 emergency response time was at 91.3% and the non-emergency response time was at 93.9%. Response time was effected by the 13 transfers completed for Stillwater Medical-Perry and 5 transfers from other facilities. Only one transfer was completed by an outside agency. Call volume for March was 462. Harris gave the members information on the late response calls, and they were discussed in detail with the members. He updated the members on the details of the statistical information, community education and survey information.

Kelly McCauley shared that they had a breach in their cyber security. Their IT department is working to rebuild data. Therefore, the PCR Reviews QA data for March included a lower number of charts reviewed, at 81. He shared the chest pain and stemi protocol and compliance summary report, 12 lead data and answered questions of the Board members.

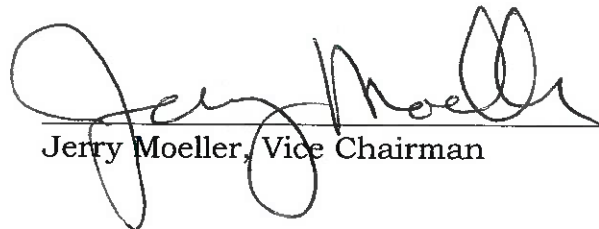**AED REPORT AND POSSIBLE APPROVAL OF PLACEMENT OF AEDS**
No new AED requests at this time. Four units are currently available.

OTHER BUSINESS
Wells asked that the recognition of the founding members be included on next month's agenda.

ADJOURN
There being no further business, Ackerson moved that the meeting be adjourned. Louthan seconded the motion, and Wells, Worthy, Louthan, Moeller and Ackerson voted in favor of the motion. The meeting was adjourned at 12:41 p.m.

Jerry Moeller, Vice Chairman

Cheryl Marshall, Secretary/Treasurer