

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD
REGULAR MEETING
Stillwater Medical Center Honska Conference Center
1323 W. Sixth Street
Stillwater, Oklahoma**

**February 25, 2010
5:00 p.m.**

Present: Gary Clark, Rex Horning, Bill Sasser, Rick Jarvis, Jerry Moeller

Others: Steve Athey, Marion Blackwell, Michelle Charles, Phil Jankowski,
Susan Taylor

CALL MEETING TO ORDER

Jerry Moeller, Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 5:04 p.m.

APPROVAL OF MINUTES OF FEBRUARY 9, 2010 MEETING

Copies of the minutes of the February 9, 2010 meeting of the WPCATA were distributed and reviewed. Clark moved the Board approve the minutes as submitted. Horning seconded the motion, and Horning, Jarvis, Clark and Moeller voted in favor of the motion. Sasser abstained from the vote.

ADOPTION OF ROBERTS RULES OF ORDER AS WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY'S ADMINISTRATIVE PROCEDURE

Horning moved that WPCATA adopt Roberts Rules of Order as their administrative procedure. Sasser seconded the motion, and Clark, Horning, Sasser, Jarvis and Moeller voted in favor of the motion.

PRESENTATION FROM STEVE ATHEY

Steve Athey, President of Health Care Visions, was present at tonight's meeting to talk to the WPCATA Board. At the February 9, 2010 WPCATA Board meeting, Board members voted to enter into a contract with Athey and his company for consulting services to help support the Trust through the bid process and implementation. Athey told Board members that there is quite a bit of interest building in Stillwater's ambulance project. Companies are hearing of our plan to request bids for the service in the near future.

Athey talked to Board members about a pre-bid conference that will need to be scheduled. Horning asked about the timeline that would be given to interested parties who would be submitting a bid. Athey told Board members that it is a difficult task to put together one of these bids, and that we should allow 45-60 days for that process. After the bid is awarded, there will be a substantial period

of time (6+ months) before we can expect the contract to start. Athey told Board members that this process cannot reasonably be compared to the start-up of Life EMS, as they had only one vehicle and were originally contracted for weekdays only.

Athey told Board members to expect that the first year bids will be higher than concurrent years, due to the front-loading of subsidy dollars.

Athey fielded questions of the WPCATA Board members, discussing the timeline of the bid process. Athey reassured Board members that he would be available to offer technical advice, but that he could not be part of the actual selection committee. Clark asked who would likely make up the membership of the selection committee. Athey responded that it could be anyone, but the most probable members would be the WPCATA Board members. Moeller suggested that 1 or 2 members of the original Ambulance Study Group might be invited to hear the bid presentations and/or be on the selection committee. Athey suggested that the Medical Director be involved in this process, as well.

DISCUSSION ON STATUS OF FUNDING CONSULTANT

Moeller told Board members that Oklahoma State University and Stillwater Medical Center have both committed to donating \$4,000 to assist with funding of the consultant. No response has yet been received from the City of Stillwater, Payne County or Perkins/Glencoe.

Board members discussed other funding options, should the City and County not come through with donations. A loan from a bank in Stillwater was suggested, and Moeller commented that the SMC Board might approve a loan. Clark stated that the \$4,000 donation from OSU was not conditional, and that alone would cover two months of consulting services. Moeller told the Board members that he would follow up next week with Payne County and the City of Stillwater. Jarvis said that he would speak with officials at the City of Perkins. Sasser also said that he would speak with Payne County Commissioner Jim Arthur.

Moeller mentioned that City Manager Dan Galloway had brought up the fact that the State of Oklahoma has grant money available for start-up of EMS services. Moeller said that he would further investigate this possibility.

DECISION ON WHEN TO SEND OUT BID DOCUMENTS

Board members discussed with Athey a possible date for sending out the bid documents. It was determined that we would prepare the documents and send them out on or about April 15, 2010.

NEW BUSINESS

Board members discussed the fact that there are several calendar conflicts with the upcoming scheduled WPCATA meetings. Discussion ensued about

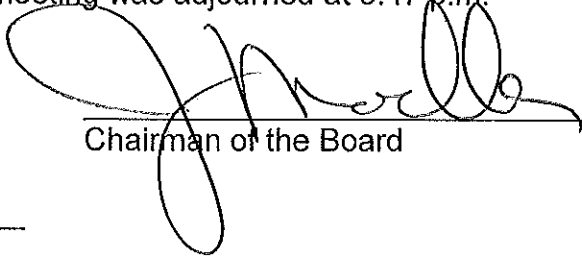
changing the meeting schedule. Horning moved that we amend the posted schedule of the WPCATA to reflect that meetings will be held as follows:

Wednesday, March 31, 2010
Wednesday, April 28, 2010
Wednesday, May 26, 2010
Wednesday, June 23, 2010
Wednesday, July 28, 2010
Wednesday, August 25, 2010
Wednesday, September 22, 2010
Wednesday, October 27, 2010
Wednesday, November 17, 2010
Wednesday, December 15, 2010

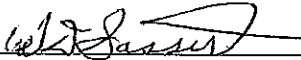
All meetings will still begin at 5:00 p.m. at Stillwater Medical Center. Clark seconded the motion, and Jarvis, Moeller, Clark, Horning and Sasser voted in favor of the motion. Records Custodian Susan Taylor assured Board members that she would file this amended meeting schedule with the appropriate entities.

ADJOURN

There being no further business, Clark moved that the meeting be adjourned. Horning seconded the motion, and Clark, Sasser, Jarvis, Moeller and Horning voted in favor of the motion. The meeting was adjourned at 5:47 p.m.



Chairman of the Board



Secretary/Treasurer of the Board