

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD**  
**REGULAR MEETING**  
**Stillwater Medical Center, 1<sup>st</sup> Floor Boardroom**  
**November 15, 2023, 12:00 p.m.**

**Present:** Jerry Moeller, Elaine Ackerson, Harland Wells and Cassie Wilson

**Absent:** Christa Louthan

**Others:** Zach Harris, Ryan Field and Nicole Hart, Dave Snavelly (via phone)  
LifeNet, Inc. and Cheryl Marshall (minutes)

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**CALL MEETING TO ORDER**

Jerry Moeller, Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 12:06 p.m.

**APPROVAL OF MINUTES**

Copies of the minutes of the October 18, 2023, regular meeting of the WPCATA Board were distributed and reviewed. Ackerson made a motion to approve the minutes as presented. Wells seconded the motion, and Moeller, Ackerson and Wells voted in favor of the motion. Wilson had not yet arrived.

**APPROVAL OF TREASURER'S REPORT**

Cheryl Marshall shared the Treasurer's Report with the members. The beginning balance of the Operating Account as of October 1 was \$227,324.28. Checks or deposits were received from the City of Stillwater, CEC, City of Perkins, Noble County x4, Town of Glencoe, and two membership fees. Interest accrued was \$411.23. Expenses included a check to LifeNet (subsidy). The account balance at the end of the month was \$232,899.34. The members reviewed the Balance Statement, Profit and Loss and Cash Flow Statement prepared by Alan Lovelace, CFO.

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

**CHAIRMAN'S REPORT**

Nothing new to report.

**APPROVAL OF D&O INSURANCE PROPOSAL**

Moeller received a premium quote for D&O insurance from BancFirst Insurance. The premium remained the same as last year at \$4,033.30.

Ackerson made a motion to approve the purchase of D&O insurance through BancFirst Insurance as presented. Wilson seconded the motion, and Moeller, Wilson, Wells and Ackerson voted in favor of the motion.

**ELECTION OF 2024 BOARD OFFICERS**

The Board members discussed nominations for the 2024 Board Officers.

Wells moved that Jerry Moeller serve as Chairman, Christa Louthan as Vice Chair and Cheryl Marshall serve as Secretary/Treasurer for 2024. Ackerson seconded the motion, and Ackerson, Wilson, Moeller and Wells voted in favor of the motion.

#### **REPORT FROM LIFENET**

Zach Harris reported that the urban emergency response time for October was 95.0%, rural 911 emergency response time was 97.0% and the non-emergency response time was 87.8%. LifeNet completed one transfer originating outside the service area and four transfers were made for LifeNet. Call volume was 591, highest this year. He updated the members on the late response calls and shared details with the members. He also shared statistical and survey information. Harris shared that they are fully staffed at this time.

Nichol Hart shared the PCR and quality data, including 12 lead data with the members. 88 records were reviewed in October with 98.9% compliance. Staff are currently being educated on lifting and moving patients, RSV and respiratory illness, ACLS and BLS.

#### **AED DISCUSSION AND POSSIBLE APPROVAL OF AED DOCUMENTS**

LifeNet drafted a release of liability agreement for those who have received or are receiving an AED through the program. The agreement was reviewed by the members. LifeNet agreed to inspect each of the placed units and work to obtain the agreements with each making maintenance and liability the responsibility of those receiving the equipment. LifeNet will determine the number of remaining units and report at the next meeting.

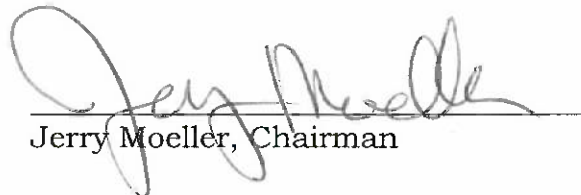
Ackerson moved the Board approve the Release of Liability form. Wells seconded the motion, and Wells, Ackerson, Moeller and Wilson voted in favor of the motion.

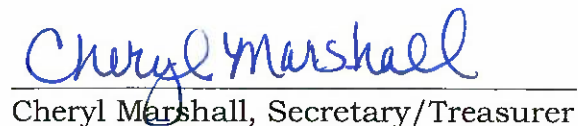
#### **OTHER BUSINESS**

It was decided to cancel the December meeting.

#### **ADJOURN**

There being no further business, Ackerson moved that the meeting be adjourned. Wilson seconded the motion, and Wells, Wilson, Moeller and Ackerson voted in favor of the motion. The meeting was adjourned at 12:47 p.m.

  
Jerry Moeller, Chairman

  
Cheryl Marshall, Secretary/Treasurer