

WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD
REGULAR MEETING
Stillwater Medical Center 2nd Floor Conference Room
1323 W. Sixth Street
Stillwater, Oklahoma

August 21, 2019
12:00 p.m.

Present: Jerry Moeller, Elaine Ackerson, Brian Norton, Anne Matoy and Harland Wells

Absent:

Others: Zach Harris, Matt Williams, Jeremy Wright, Kelly McCauley and David Baumgartner (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 12:00 p.m.

APPROVAL OF MINUTES

Copies of the minutes of the July 17, 2019 regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion that the minutes be approved as presented. Norton seconded the motion, and Wells, Norton, Ackerson, Moeller and Matoy 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 July 1 was \$160,026.47. Deposits were received from the City of Stillwater, CEC, City of Perkins and Glencoe. Expenses included a check to LifeNet for \$112,430.33 and reimbursement for lunch of \$109.80. Interest accrued for the month was \$203.11. The Ending balance was \$146,848.43. The members reviewed the Balance Statement, Profit and Loss and Cash Flow statement prepared by Alan Lovelace, CFO.

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

CHAIRMAN'S REPORT

Moeller shared an update from Steve Athey. He has compared agencies in our area and is working through the benchmarking data. He is working to interview city officials, hospital members, Fire Dept., Board members, etc. He will likely be ready to present to the Board in October.

REAPPOINTMENT OF HARLAND WELLS

Moeller shared that Mr. Wells' term is ending. The Board asked that he continue to serve and he agreed. A letter will be sent to Payne County Board of Commissioners making that request.

SEMI-ANNUAL CONFLICT OF INTEREST

Marshall shared that the semi-annual conflict of interest was signed by all members and submitted to the Secretary of State.

BIENNIAL REVIEW OF BYLAWS

After review, Norton moved the Board accept the Bylaws as written. Wells seconded the motion, and Norton, Matoy, Wells, Ackerson and Moeller voted in favor of the motion.

FOLLOW UP DISCUSSION ON AUDIT RESULTS

Moeller shared that he spoke with Lowell Barto. He verified that Public Trusts are covered under the Tort Claims Act. However, that does not include civil suits. Moeller is working to obtain quotes on D&O insurance.

APPROVAL OF UPDATED MARKETING INFORMATION

The members were pleased with the appearance and information on the flyer. They would like to use similar information in the outlying areas. Norton suggested a two-sided flyer; one side English, one side Spanish. The members agreed this would be a great addition.

Ackerson moved the Board approve the updated marketing information. Norton seconded the motion, and Matoy, Wells, Ackerson, Norton and Moeller voted in favor of the motion.

REPORT FROM LIFENET

Kelly McCauley reported that the urban emergency response time for July was 97.5%, rural 911 emergency response time was 87.7% and the non-emergency response time was 93.3%. LifeNet completed two transfers for other EMS agencies. 425 calls were received in July. Harris shared information on late response calls. McCauley updated the members on the details of the statistical information, community education, survey information, and answered questions of the Board members.

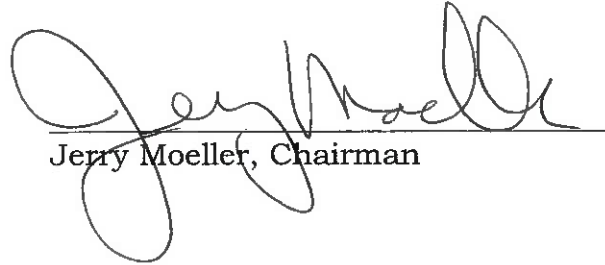
Jeremy Wright shared reports from their new reporting system, First Pass. Chart review data is gathered on all charts. The members reviewed graphs showing protocol compliance. Manual review is performed on charts showing any non-compliance. Wright updated the Board on compliance by clinical category, 12-lead compliance and shared survey data.

OTHER BUSINESS

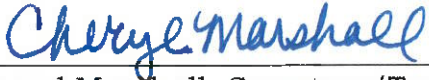
McCauley shared that he will be serving on the Oklahoma Ambulance Association Board.

ADJOURN

There being no further business, Ackerson moved that the meeting be adjourned. Wells seconded the motion, and Moeller, Matoy, Ackerson, Norton and Wells voted in favor of the motion. The meeting was adjourned at 12:50 p.m.

A handwritten signature in black ink, appearing to read "Jerry Moeller", written over a horizontal line.

Jerry Moeller, Chairman

A handwritten signature in blue ink, appearing to read "Cheryl Marshall", written over a horizontal line.

Cheryl Marshall, Secretary/Treasurer