

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD  
REGULAR MEETING  
Stillwater Medical Center  
West Conference Room  
Stillwater, Oklahoma**

**August 19, 2020  
12:00 p.m.**

**Present:** Jerry Moeller, Christa Louthan, Shelly Andrews and Elaine Ackerson

**Absent:** Harland Wells

**Others:** Kelly McCauley, Zach Harris, Matt Williams, Jeremy Wright (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 12:13 p.m.

**APPROVAL OF MINUTES**

Copies of the minutes of the June 17, 2020 regular meeting of the WPCATA Board were distributed and reviewed. Ackerson made a motion that the minutes be approved as presented. Andrews seconded the motion, and Moeller, Andrews and Ackerson voted in favor of the motion. Louthan abstained as she was unable to attend the meeting

Copies of the minutes of the July 15, 2020 regular meeting of the WPCATA Board were distributed and reviewed. Louthan made a motion that the minutes be approved as presented. Andrews seconded the motion, and Louthan, Moeller and Andrews voted in favor of the motion. Ackerson abstained as she was unable to attend the meeting.

**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 \$75,199.15. Deposits were received from the City of Stillwater, CEC, City of Perkins, Noble County (x2) and Glencoe. Interest accrued was \$36.01. Expenses included checks to LifeNet for the contracted amount. The ending balance for July was \$63,520.95. The members reviewed the Balance Statement, Profit and Loss and Cash Flow statement for each month prepared by Alan Lovelace, CFO.

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

### **CHAIRMAN'S REPORT**

The Board reviewed LifeNet's written response to the Compliance Review performed by Health Care Visions. In summary: Response to *Quality Improvement* – Dr. Cody is leading an effort to meet quarterly with the SFD Medical Director and the Emergency Department Director for consistency in quality and protocol. *Mutual Aid Contracts*: LifeNet will work to obtain and report response times from mutual aid agencies. *Reporting*: LifeNet agreed to share a staff turnover report quarterly. *Complaint Handling*: LifeNet will share any significant concerns with the Board Chair. Complaint Log will be shared annually. *Response Time Performance*: The "Last 100 Call Rule" will be removed.

The Board members discussed renewal and length of the LifeNet contract. Moeller will share the Executive Summary, the possible changes and the Board's intent to renew with the Stillwater City Council.

### **REAPPOINTMENT TO THE BOARD – CHRISTA LOUTHAN**

The Board has not yet received the letter of reappointment from OSU.

### **REPORT FROM LIFENET**

Matt Williams reported that the urban emergency response time for July was at 98.4%, rural 911 emergency response time was at 95.6% and the non-emergency response time was at 96.2%. LifeNet completed six transfers for outside agencies. Call volume for July was 417. Information on late response calls was shared with the members. Williams updated the members on the details of the statistical information, community education and survey information. Wright shared the PCR Reviews QA data for July, which included 231 chart reviews, and answered questions of the Board members.

### **AED REPORT AND POSSIBLE APPROVAL OF PLACEMENT OF AEDS**

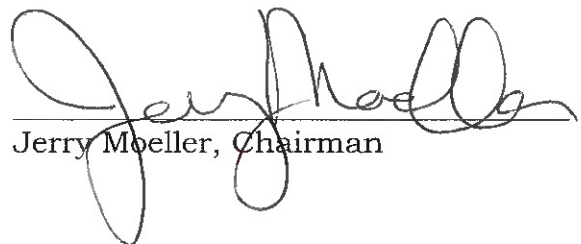
No new AED requests at this time. Four units are currently available.

### **OTHER BUSINESS**

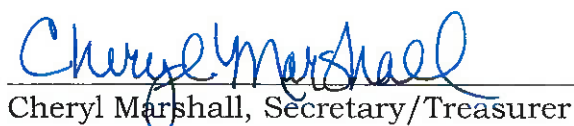
None.

### **ADJOURN**

There being no further business, Louthan moved that the meeting be adjourned. Ackerson seconded the motion, and Andrews, Louthan, Moeller and Ackerson voted in favor of the motion. The meeting was adjourned at 12:55 p.m.



Jerry Moeller, Chairman



Cheryl Marshall, Secretary/Treasurer