

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

January 16, 2019
5:00 p.m.

Present: Elaine Ackerson, Anne Matoy and Brian Norton

Absent: Harland Wells and Jerry Moeller

Others: Kelly McCauley, Zach Harris, Matt Williams and Jeremy Wright (LifeNet) and Cheryl Marshall (minutes)

CALL MEETING TO ORDER

Elaine Ackerson, Chair of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 5:00 p.m.

APPROVAL OF MINUTES

Copies of the minutes of the November 28, 2018 regular meeting of the WPCATA Board were distributed and reviewed. Norton made a motion that the minutes be approved as presented. Ackerson seconded the motion, and Ackerson, Matoy and Norton voted in favor of the motion.

DISCUSSION AND ELECTION OF 2019 BOARD OFFICERS

Ackerson shared that she visited with Jerry Moeller and he has agreed to serve as Chairman this year should he be nominated. Brian Norton agreed to serve as Vice Chair through his term in November. Cheryl Marshall agreed to continue as Secretary/Treasurer.

Norton made a motion nominating Jerry Moeller to serve as Chairman, Brian Norton to serve as Vice-Chair and Cheryl Marshall to serve at Secretary/Treasurer. Matoy seconded the motion and Ackerson, Matoy and Norton 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 November 1 was \$141,781.47. Deposits were received from the City of Stillwater, CEC (x2), Noble County and Glencoe. Expenses included a check to LifeNet for \$110,225.83. Interest accrued for the month was \$188.56. The Ending balance as of November 30, 2018 was \$150,287.29.

In December, deposits were received from the City of Stillwater, CEC, Perkins (x2), Noble County, Glencoe and one membership fee. A subsidy refund from LifeNet of \$150,438 was received, as well as a check from the sale of the wrecked

ambulance, \$4,000. Expenses included a check to LifeNet for \$110,225.83 and salary expense of \$4,000. Interest accrued for the month was \$199.05. The Ending balance as of December 31, 2018 was \$301,146.53.

The members reviewed the Balance Statement, Profit and Loss and Cash Flow statement prepared by Alan Lovelace, CFO.

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

DISCUSSION AND POSSIBLE APPROVAL OF TRANSFER OF FUNDS TO CD

Marshall said that \$100,000 was added to the CD in October, and the account has gained \$2,070 since that time. The CD is earning 2.45%. The current balance of the CD is \$354,707.23. The Board members discussed the subsidy refund of \$150,438, and whether to transfer an additional \$150,000 from the operating account to a CD.

Ackerson made a motion to transfer \$150,000 into a CD. Norton seconded the motion and Matoy, Norton and Ackerson voted in favor of the motion.

CHAIRMAN'S REPORT

Ackerson inquired about LifeNet's CAAS survey results. McCauley said that their site visit was held in November. The survey results were good and they received many compliments.

Ackerson said that Jerry Moeller reached out to Steve Athey (Health Care Visions) concerning Strategic Planning. Athey provided education in 2016 at the Strategic Planning Retreat. The Board members were pleased with the information he had provided. The Board members discussed items they would like reviewed at the Retreat: current contract and possibility of extending the contract, performance, financial and clinical benchmarks, structure, accuracy and possible expansion of the membership program, and FDIC limit. A date for the Retreat will be determined at a later meeting.

REPORT TO THE CITY COUNCIL - ELAINE ACKERSON

Ackerson said that she shared the WPCATA report with the Stillwater City Council and answered questions of the Council. Ackerson agreed to send the report to the Board members via email.

SEMI-ANNUAL CONFLICT OF INTEREST

The Conflict of Interest statement is completed every six months and filed with the Secretary of State. Signatures were secured from the Board members present. No action is required.

REPORT FROM LIFENET

McCauley reported that the urban emergency response time for November was 96.7%, rural 911 emergency response time was 83.3% and the non-emergency response time was 91.2%. LifeNet completed four transfers for other EMS

agencies. Six transfers were covered by other EMS agencies. 423 calls were received in November.

The urban emergency response time for December was 96.3%, rural 911 emergency response time was 85.5% and the non-emergency response time was 87.1%. LifeNet completed five transfers for other EMS agencies. Seven transfers were covered by other EMS agencies. 411 calls were received in December.

Details on the late response calls for both months were reported. McCauley updated the members on the details of the statistical information, community education, survey information, and answered questions of the Board members.

Jeremy Wright reported the ACS data. Protocol compliance for November was 100%. PCR review dipped slightly to 137. Protocol compliance for December was 94%. PCR review was back up at 192. Wright updated the Board on compliance by clinical category, 12-lead compliance and survey data.

The Board reviewed the maintenance schedule for the AED equipment that was distributed.

OTHER BUSINESS

None.

ADJOURN

There being no further business, Norton moved that the meeting be adjourned. Matoy seconded the motion, and Norton, Matoy and Ackerson voted in favor of the motion. The meeting was adjourned at 5:55 p.m.



Elaine Ackerson, Chairman



Cheryl Marshall, Secretary/Treasurer