

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

July 17, 2019
12:00 p.m.

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

Absent:

Others: Zach Harris, Matt Jeremy Wright, Mandy Smith (HR Director); 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 12:03 p.m. The Board welcomed Mandy Smith, HR Director, LifeNet, Inc.

APPROVAL OF MINUTES

Copies of the minutes of the June 19, 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 and Matoy voted in favor of the motion. Moeller and Ackerson abstained as they were unable to attend the June 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 June 1 was \$133,748.35. Deposits were received from the City of Stillwater, CEC, City of Perkins, Noble County (3), Glencoe and 1 membership fee (\$60 each). Expenses included a check to LifeNet for \$112,430.33. Interest accrued for the month was \$132.53. The Ending balance as of June 2, 2019 was \$160,026.47. Marshall also shared a report from Lovelace showing the value of both CDs through June. 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. Matoy seconded the motion, and Moeller, Norton, Matoy, Wells and Ackerson voted in favor of the motion.

FOLLOW UP DISCUSSION ON AUDIT RESULTS

Moeller followed up with the members concerning the auditor's recommendation of D&O insurance. He read Article VIII of the Bylaws, which states that the Authority indemnifies a member of the Board who was or is a party or is threatened to be

made a party to any threatened, pending or completed action suit. The indemnity is against expense, including attorney fees, judgments, fines and amounts paid in settlement. Moeller also read from the 2014 Oklahoma Statute, which states that no trustee or beneficiary shall be charged personally with any liability whatsoever by reason of any act or omission committed or suffered in the performance of such trust, which discharges liability. The members asked if a legal opinion had been obtained and if the Trust should obtain a quote for D&O. Moeller agreed to obtain advice from Lowell Barto.

CHAIRMAN'S REPORT

Moeller shared that Steve Athey is interviewing comparable agencies in our area and will come to Stillwater next week to interview city officials, hospital members, etc.

APPROVAL OF UPDATED MARKETING INFORMATION

McCauley and Tina Bell (LifeNet Marketer) have been working with CEC on a customer mailer. McCauley agreed to send a draft of the flyer to the members. It would be a targeted mailer. McCauley also suggested the Morning Scramble radio show to communicate information about the benefit program.

CEC customers opt in or out when signing up for utility services. Membership participation in the ambulance program is approx. 50%. McCauley shared that it is somewhat difficult to determine if rural residents are a part of the membership program and are sometimes asked for their utility bill to prove membership. Moeller agreed to reach out to CEC to see if they would provide a list of those who have opted in or out of the program. A mailer could be sent to those not in the program. LifeNet is working on a map layer to help determine service area, which could also help to target the mailer.

As agreed at the June meeting, Marshall presented the opt-out and subscription spreadsheet showing Stillwater, Perkins, Glencoe, etc. by year since inception. The list is emailed to LifeNet once each month.

REPORT FROM LIFENET

Zach Harris reported that the urban emergency response time for June was 97.4%, rural 911 emergency response time was 84.9% and the non-emergency response time was 89.2%. LifeNet completed two transfers for other EMS agencies, and four inter-facility trips were made by other EMS agencies. 417 calls were received in June. Harris shared information on late response calls. He updated the members on the details of the statistical information, community education, survey information, and answered questions of the Board members.

Jeremy Wright shared that LifeNet is switching to a new reporting system, First Pass. It will automate chart review and will review data for all charts. The reports going forward will be more prolific.

He reported that ACS protocol compliance for June was 92%. Wright updated the Board on compliance by clinical category, 12-lead compliance and survey data.

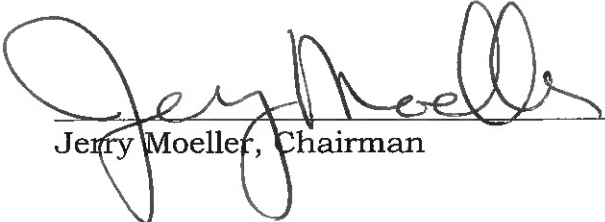
Ackerson inquired about guidelines for 12-lead compliance. Wright shared that LifeNet's standard is less than 10 minutes.

OTHER BUSINESS

None.

ADJOURN

There being no further business, Ackerson moved that the meeting be adjourned. Norton seconded the motion, and Wells, Norton, Moeller, Matoy and Ackerson voted in favor of the motion. The meeting was adjourned at 1:04 p.m.



Jerry Moeller, Chairman



Cheryl Marshall, Secretary/Treasurer