

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD  
REGULAR MEETING  
Stillwater Medical Center  
2<sup>nd</sup> Floor Conference Room  
Stillwater, Oklahoma**

**July 21, 2021  
12:00 p.m.**

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

**Absent:** Christa Louthan and Bill Worthy

**Others:** Kelly McCauley, Zach Harris, Jeremy Wright, Dave Baumgardner (via phone) (LifeNet, Inc.), Gabrielle Conchola (CBEW) 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 12:07 p.m.

**APPROVAL OF MINUTES**

Copies of the minutes of the May 19, 2021 regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion that the minutes be approved as presented. Ackerson seconded the motion, and Ackerson, Moeller and Wells voted in favor of the motion.

**REAPPOINTMENT TO THE BOARD - ELAINE ACKERSON**

Elaine Ackerson was reappointed to the WPCATA Board and has agreed to serve an additional three years.

**APPROVAL OF 2020 AUDIT REPORT - CBEW**

Gabrielle Conchola, Auditor, CBEW, distributed the 2020 Accountants' Report and Financial Statements (Audit Report). The Statement of Net Position, Cash Flows and Notes of the basic financial statements were reviewed. Conchola noted that Cash has decreased from the previous year. No issues or material misstatements were found. Duties are segregated and no manipulation of funds were found.

Ackerson made a motion to approve the 2020 Audit Report as presented. Wells seconded the motion, and Moeller, Wells and Ackerson 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 May 1 was \$227,529.25. Deposits were received from the City of Stillwater, CEC, Town of Glencoe, Noble County x2 and four membership fees. Interest accrued was \$21.05. Expenses included one check to LifeNet for \$117,308.66. The balance at May 31st was \$221,491.61.

The beginning balance of the Operating Account as of June 1 was \$221,491.61. Deposits were received from the City of Stillwater, CEC, City of Perkins (x2), Town of Glencoe and Noble County x2. Interest accrued was \$22.05. Expenses included one check to LifeNet (subsidy) and one check to SMC (salary expense reimbursement). The balance at June 30th was \$212,881.46. The members reviewed the Balance Statement, Profit and Loss and Cash Flow statement prepared by Alan Lovelace, CFO.

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

#### **CHAIRMAN'S REPORT**

Moeller noted the better financial trend this year from the prior year.

#### **SEMI ANNUAL CONFLICT OF INTEREST**

The statement was signed by the members present.

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#### **DISCUSSION TO HONOR THE FOUNDING WPCATA BOARD MEMBERS**

Harland Wells shared his appreciation of the work done by the founding WPCATA Board members: Jerry Moeller, Rex Horning, Bill Sasser, Gary Clark and Rick Jarvis. The members discussed ways to honor the Founding members and agreed to work to create a Resolution of Commendation, certificates for the founding members and plaques to be placed at LifeNet locations. McCauley will work with staff to create the Resolution. The members will bring suggested language for the awards to the next meeting.

Ackerson moved that preparations move forward for honoring the Founding Board members. Wells seconded the motion, and Ackerson, Wells and Moeller voted in favor of the motion.

#### **REPORT FROM LIFENET**

Kelly McCauley reported that the urban emergency response time for June was at 98.5%, rural 911 emergency response time was at 100% and the non-emergency response time was at 93.1%. LifeNet completed 7 transfers for others and four transfer were completed by an outside agency for them. Call volume for June was 447. McCauley shared information on the one late response call, discussed in detail with the members. He updated the members on the details of the statistical information, community education and survey information. He noted that several first responder agencies are co-responding again as many have sufficient PPE.

Jeremy Wright shared PCR Reviews QA data for June with 112 charts reviewed. He shared the chest pain and stemi protocol and compliance summary report, 12 lead data and answered questions of the Board members.

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

McCauley shared information from Zoll now having upgraded AEDs, which can show a video of how to use the equipment. Payne County Expo Center has requested an additional AED. They have several buildings and currently have AEDs in five. The

members discussed the necessity of a sixth and the continued cost to LifeNet for replacement pads as they expire, which is around \$200.

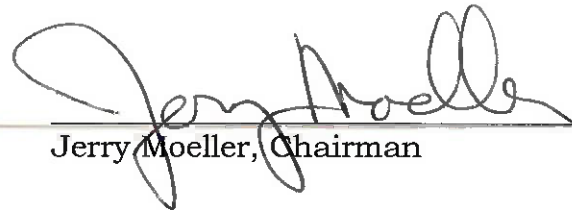
The members agreed to consider paying for half of the expense of an AED unit if the Payne County Expo Center would be willing to pay the other half. Kelly McCauley will reach out to them and report back to the Board.

**OTHER BUSINESS**

None.

**ADJOURN**

There being no further business, Ackerson moved that the meeting be adjourned. Wells seconded the motion, and Moeller, Ackerson and Wells voted in favor of the motion. The meeting was adjourned at 1:15 p.m.



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Jerry Moeller, Chairman



Cheryl Marshall, Secretary/Treasurer