

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD  
REGULAR MEETING  
Stillwater Medical Center  
1<sup>st</sup> Floor Boardroom  
Stillwater, Oklahoma**

**October 19, 2022  
12:00 p.m.**

**Present:** Jerry Moeller, Harland Wells and Shane McLain

**Absent:** Elaine Ackerson and Christa Louthan

**Others:** Kelly McCauley, Zach Harris (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 12:07 p.m.

**APPROVAL OF MINUTES**

Copies of the minutes of the September 21, 2022, regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion to approve the minutes as presented. McLain seconded the motion, and McLain, Wells and Moeller 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 September 1 was \$164,044.36. Deposits were received from the City of Stillwater, CEC, Town of Glencoe and City of Perkins. Interest accrued was \$5.87. Expenses included a check to LifeNet (subsidy) and Stillwater Medical (reimbursed expenses). The balance as of September 30<sup>th</sup> was \$150,140.65. 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. McLain seconded the motion, and Moeller, Wells and McLain voted in favor of the motion.

**CHAIRMAN'S REPORT**

Jerry Moeller shared that he submitted the annual application for D&O insurance. He contacted the Perkins Mayor concerning the need to select a Perkins representative Board member for the coming three-year term (switching from Glencoe per the Trust Indenture). The City of Perkins is working to select a representative. Moeller was pleased to share that Harland Wells was reappointed by the Payne County Board of Commissioners for an additional three-year term. Wells is the Western Payne County representative. The Board shared appreciation of Mr. Wells' service on the Board.

### **REPORT FROM LIFENET**

Kelly McCauley shared that their computerized data system was taken offline for an upgrade, so for a short period of time, they switched to a manual paper system and data is being entered back into the system. He reported that the urban emergency response time for September was 94.5%, rural 911 emergency response time was at 93.3% and the non-emergency response time was at 80.3% (additional data to be entered). LifeNet completed two transfers originating outside the service area and three interfacility trips were completed by other EMS agencies. Call volume was 571, which was a record. McCauley updated the members on the late response calls and shared details with the members. He also updated the Board on statistical information, community education and survey information. He shared the PCR/QA report for September.

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

McCauley shared the list showing AEDs placed, one yet to be placed and four units remaining. Skyline Elementary School requested an AED. The Perkins school district requested seven AEDs to replace their existing ones. The group discussed placing them in larger populated areas such as the auditorium. With the decrease in revenue, the members agreed to place the remaining four units and not purchase more at this time. The members will consider the requests and discuss again at next month's meeting.

### **UPDATE ON BLS STAFFING**

Zach Harris shared that BLS staff training is complete. They plan to soon start allowing EMTs, alongside a paramedic, to assess lower acuity calls, before placing two EMTs together on these types of calls. They are continuing to work on an agreement with Stillwater Fire to allow their staff to ride in the ambulance when they are needed to accompany the patient to the hospital. LifeNet continues to be fully staffed.

### **DISCUSSION AND POSSIBLE APPROVAL TO CHANGE AMBULANCE MILEAGE REQUIREMENTS**

As discussed last month, there is a shortage of emergency vehicles for sale, so it is taking longer than normal for replacements. Some LifeNet ambulances are approaching 300,000 miles. Moeller recommended suspending mileage requirements until these conditions change. LifeNet will continue to mechanically maintain all ambulances and will include an update with their regular monthly report.

Wells moved that the Board suspend mileage requirements until conditions change. McLain seconded the motion, and McLain, Moeller and Wells voted in favor of the motion.

### **OTHER BUSINESS**

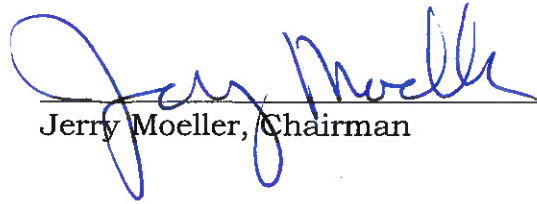
A schedule of 2023 regular meeting dates was shared with the members. This item will be included on next month's agenda for approval. 2023 Board officers will also be selected.

**ADJOURN**

There being no further business, Wells moved that the meeting be adjourned. McLain seconded the motion, and Wells, Moeller and McLain voted in favor of the motion. The meeting was adjourned at 12:54 p.m.



Cheryl Marshall, Secretary/Treasurer



Jerry Moeller, Chairman