

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

**May 17, 2017
5:00 p.m.**

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

Absent: Brian Norton

Others: Kelly McCauley, Zach Harris, (LifeNet, Inc.) 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 April 19, 2017 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. Wells, Ackerson, Matoy and Moeller voted in favor of the motion.

TREASURER'S REPORT

Cheryl Marshall shared the Treasurer's Report with the members. The beginning balance as of April 1 was \$297,055.45. Deposits were received from the City of Stillwater, CREC, City of Perkin, Town of Glencoe and Noble County. 7 Membership fees were also received. Expenses included one check to LifeNet for \$103,900 and a service charge of \$12.31. Ending balance as of April 30, 2017 was \$302,079.47. The members also reviewed the Balance Statement, Profit and Loss and Cash Flow statement prepared by Alan Lovelace, CFO.

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

CHAIRMAN'S REPORT

Ackerson asked the Board members to review the Benefit Form included in the packet. Dana Maddox with the City of Stillwater made slight changes to the form. It will be placed on the website and distributed to the utility companies. Matoy inquired about the \$5 fee not being on the form. Ackerson said that it is included in information the customer receives, but is not on the opt-out, opt-in form.

Ackerson told the Board that she will be away for the months of August, September and October. Anne Matoy was asked to serve as Acting Chair and she agreed to do so. Ackerson will work with Marshall on payments/invoice needed in her absence. Matoy's Board term will end in September of this year. She agreed to visit with the University about serving an additional term.

REPORT FROM LIFENET

Zach Harris will be educating members of Emmanuel Baptist Church and placing an AED at that location this Saturday. McCauley visited with Bob Ernst who agrees it would be a good idea to place an AED in each of the eight Perkin's patrol vehicles. To do so, additional AEDs would need to be purchased. Matoy asked the number of units already placed. McCauley agreed to bring the spreadsheet showing those placed and those remaining to the next meeting.

McCauley reported that urban emergency response time for April was 95%, rural 911 emergency response time was 79% and the non-emergency response time was 90.9%. Eight transports were done by other agencies. Blackwell is now referring to SMC, so transports to that area have risen. Call volume was high at 405. Late response times were discussed in detail. Harris agreed to report the miles traveled going forward when distance is the reason for the longer arrival time. McCauley stated that he continues to monitor response times and high volume times and works to place staff and vehicles appropriately. McCauley updated the members on the statistical information, community education, survey information and ACS data included in the report, and answered questions of the Board members.

McCauley said that LifeNet reports average patient charge semi-annually. The APC for this period was \$0.54 above the APC quoted in the amended contract. The members were not concerned as the variance was minimal. They agreed to reevaluate with the next report.

UPDATE ON WPCATA WEBSITE AND FORMS

The updated Benefit Form will be distributed to the utility companies. McCauley will bring a map of the area served to the next meeting as it may be added to the website.

OTHER BUSINESS

None.

ADJOURN

There being no further business, Moeller moved that the meeting be adjourned. Matoy seconded the motion, and Moeller, Matoy and Ackerson voted in favor of the motion. The meeting was adjourned at 5:54 p.m.



Elaine Ackerson, Chairman



Cheryl Marshall, Secretary/Treasurer