

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

**July 19, 2017
5:00 p.m.**

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

Absent: Anne Matoy

Others: Kelly McCauley, Zach Harris, David Baumgardner (via phone) (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 5:05 p.m.

APPROVAL OF MINUTES

Copies of the minutes of the June 21, 2017 regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion that the minutes be approved as presented. Moeller seconded the motion. Ackerson, Norton, Wells 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 June 1 was \$290,501.27. Deposits were received from the City of Stillwater, CREC, Town of Glencoe and Noble County. Three Membership fees were also received; two of them partial. Expenses included a check to LifeNet for \$106,601.42, CBEW (Audit) \$3,100, salary reimbursement, \$4,000 and a service charge of \$10.95. Ending balance as of June 30, 2017 was \$283,236.16. The members also 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. Norton seconded the motion, and Norton, Ackerson, Wells and Moeller voted in favor of the motion.

CHAIRMAN'S REPORT

Ackerson told the members that she has been speaking with Dana Maddox with the City of Stillwater about obtaining an opt-in list. Maddox felt this would take a lot of time and effort as the list changes multiple times daily. Baumgardner said that it would be helpful if they could export real-time data to LifeNet daily. Moeller asked about the opt-out list. Marshall explained that she keeps the spreadsheets and adds names to the list as the forms come in. That spreadsheet is sent to LifeNet one time each month. Ackerson suggested that we visit more with the City of Stillwater at a later date.

Ackerson told the members of a recent Letter to the Editor in the Stillwater NewsPress. A local citizen responded to the letter and spoke highly of LifeNet.

SEMI-ANNUAL CONFLICT OF INTEREST STATEMENT

The Conflict of Interest statement is completed every six months and filed with the Secretary of State. Marshall stated that she has not received verification of the receipt from the Secretary of State. Ackerson suggested mailing future statements certified mail. Signatures were secured from the Board members present. Marshall agreed to ask Matoy to sign at the next meeting and mail the document certified mail.

REPORT FROM LIFENET

McCauley reported that urban emergency response time for June was 97.2%, rural 911 emergency response time was 84.4% and the non-emergency response time was 86.4%. Six transports were done by other agencies. McCauley and Harris 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 he had not yet ordered the AEDs approved at the last meeting, but would soon. Wells said that he received a nice compliment from a Perkins' resident. The resident said that he was very appreciative of the first responders saving his life.

DISCUSSION AND POSSIBLE ACTION ON DISPOSAL OF OWNED ASSETS

McCauley said that LifeNet is replacing the Stryker PowerPro transport stretchers due to their age. As those are leased to LifeNet by the Authority, McCauley asked for authorization to dispose of the current stretchers by trading them in for replacement with new equipment. Ackerson said that she checked with Lovelace who stated that these assets are fully depreciated.


Moeller moved that LifeNet have the authority to trade-in the current stretchers. Ackerson seconded the motion, and Norton, Wells, Moeller and Ackerson voted in favor of the motion.

OTHER BUSINESS

Ackerson reminded the members that she will miss the August, September and October meetings.

ADJOURN

There being no further business, Moeller moved that the meeting be adjourned. Wells seconded the motion, and Norton, Wells, Moeller and Ackerson voted in favor of the motion. The meeting was adjourned at 5:46 p.m.



Elaine Ackerson, Chairman



Cheryl Marshall, Secretary/Treasurer