

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

**September 20, 2017  
5:00 p.m.**

**Present:** Anne Matoy, Harland Wells and Brian Norton

**Absent:** Elaine Ackerson and Jerry Moeller

**Others:** Kelly McCauley, Zach Harris, Jessica Duggan and Matt Williams (LifeNet, Inc.), David Baumgardner (via phone) and Cheryl Marshall (minutes)

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**CALL MEETING TO ORDER**

Anne Matoy, Acting Chair of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 5:03 p.m.

**APPROVAL OF MINUTES**

Copies of the minutes of the August 16, 2017 regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion that the minutes be approved as presented. Matoy seconded the motion. Wells and Matoy voted in favor of the motion. Norton abstained as he was not available to attend the August meeting.

**APPROVAL OF TREASURER'S REPORT**

Cheryl Marshall shared the Treasurer's Report with the members. The beginning balance as of August 1 was \$294,140.71. Deposits were received from the City of Stillwater and CREC. Expenses included a check to LifeNet for \$106,601.42 and a service charge of \$10.82. Ending balance as of August 31, 2017 was \$280,415.07. The members also reviewed the Balance Statement, Profit and Loss and Cash Flow statement prepared by Alan Lovelace, CFO. Marshall also reported that the Certificate of Deposit renewed on September 16<sup>th</sup> and had increased by \$1,001.03. Also, the Conflict of Interest was stamped by the Secretary of State and a copy was sent back to the Authority showing that it had been filed.

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

**CHAIRMAN'S REPORT**

Nothing new to report.

**REPORT FROM LIFENET**

McCauley reported that urban emergency response time for August was 97.3%, rural 911 emergency response time was 90.0% and the non-emergency response time was 95.0%. Four transports were done by other agencies. Volume for August was 417. Williams and Harris provided details on the late response calls. They

continue working with staff on best routes and have seen improvement. Perkins had 59 calls for the month. The volunteer Perkin's responders asked that they no longer go to priority 3 (low acuity calls) as the many calls are taxing their volunteers. LifeNet agreed that attending these types of calls would not be necessary. McCauley and Harris updated the members on the details of the statistical information, community education, survey information and ACS data included in the report, and answered questions of the Board members.

McCauley said that they have two requests for AEDs: Cimarron Valley Church and Zion Lutheran. Both have 100 attendees or more. The members agreed that it would be appropriate to place one at each site. McCauley said that we have not yet received the AEDs for Perkins, but they have shipped. Marshall agreed to pay the invoice once they have been received. Matoy asked how many in total had been ordered and placed. McCauley said that 28 have been ordered and that he would check to see how many had been placed. Matoy requested that AED statistical data and WPCATA membership data be added to next month agenda.

**OTHER BUSINESS**

None

**ADJOURN**

There being no further business, Wells moved that the meeting be adjourned. Norton seconded the motion, and Matoy, Norton and Wells voted in favor of the motion. The meeting was adjourned at 5:32 p.m.

  
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Anne Matoy, Acting Chairman

  
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Cheryl Marshall, Secretary/Treasurer