

**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**

**January 17, 2018  
5:00 p.m.**

**Present:** Elaine Ackerson, Harland Wells, Brian Norton and Jerry Moeller  
**Absent:** Anne Matoy  
**Others:** Kelly McCauley, Zach Harris (LifeNet, Inc.), David Baumgardner (via phone), 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 5:10 p.m.

**APPROVAL OF MINUTES**

Copies of the minutes of the November 15, 2017 regular meeting of the WPCATA Board were distributed and reviewed. Moeller made a motion that the minutes be approved as presented. Norton seconded the motion, and Moeller, Wells, Ackerson and Norton voted in favor of the motion.

**APPROVAL OF TREASURER'S REPORT**

Due to the regular meeting not being held in December, Cheryl Marshall shared the Treasurer's Report of November and December with the members. The beginning balance as of November 1 was \$266,838.86. Deposits were received from the City of Stillwater, CEC, City of Perkins x2, Town of Glencoe, Noble County. Expenses included a check to LifeNet for \$106,601.42 and a service charge of \$11.51. Ending balance as of November 30, 2017 was \$273,617.74.

The beginning balance as of December 1 was \$273,617.74. Deposits were received from the City of Stillwater, CEC, Town of Glencoe and Noble County. Expenses included a check to LifeNet for \$106,601.42, a membership reimbursement of \$35, salary expense, \$4,000 and a service charge of \$13.24. Ending balance as of December 31, 2017 was \$262,541.72.

Marshall stated that as requested by Matoy, she contacted the City of Perkins. Their bills go out on the 10<sup>th</sup> of each month, with cut-off on the 20<sup>th</sup>. The money received for memberships flows back to WPCATA within 30 days of receiving it. 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, Moeller and Wells voted in favor of the motion.

## **UPDATED 2018 SCHEDULE OF REGULAR MEETINGS**

Marshall shared an email received from the City of Stillwater to all area Public Trusts requesting that the regular meeting calendar be revised to meet new guidelines. The March and November meeting dates of the WPCATA were moved to the fourth Wednesday: March 28, 2018 and November 28, 2018.

## **CHAIRMAN'S REPORT**

Ackerson shared a letter received from the City Manager of Perkins. An AED recently placed in the Perkin's patrol vehicles has already been in use at a Perkin's school event. The letter expressed appreciation of having those AEDs available. The Perkin's school is still gathering information about AEDs for their campuses.

## **REPORT FROM LIFENET**

McCauley reported that urban emergency response time for December was 96.1%, rural 911 emergency response time was 82.4% and the non-emergency response time was 90.5%. LifeNet completed four transfers from outside the service area. Volume for December was 394. Noble calls rose to 16 in December. Harris provided details on the late response calls. Wells asked how staff determines which hospital to transport the patient. McCauley said that it is usually determined by the needs of the patient and the level of services provided at the facility. The patient is able to choose if the situation allows. Ackerson explained that hospitals report service availability to the Trauma Board each day. McCauley 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 also reported that an AED is scheduled to be placed at the Cimarron Valley Church in February. LifeNet staff will begin checking AEDs placed last year at this time.

## **OTHER BUSINESS**

None

## **ADJOURN**

There being no further business, Moeller moved that the meeting be adjourned. Norton seconded the motion, and Wells, Moeller, Norton and Ackerson voted in favor of the motion. The meeting was adjourned at 5:39 p.m.



Cheryl Marshall, Secretary/Treasurer



Elaine Ackerson, Chairman