

Barbour County Ambulance Authority Meeting  
May 9, 2024  
11:00am



**APPROVED**  
May 23, 2024

DAVID STRAIT, DR. JESUS LEMUS, LESA CORLEY, SUZANNA SKIDMORE, ROD KIMBLE, CHERI STURM, EVAN WORKMAN, COREY BRANDON

Dylan Oliveto, Johnnie Brown PFFBP, Dylan Harper, Shana Frey

David Strait called the meeting to order at 11:06am.

Introduction of board members was held.

The Barbour County Commission formed the Barbour County Ambulance Authority per WV State Code 7-15-10 and appointed David Strait as the inaugural President.

David Strait requested Dylan Oliveto to give an opening presentation to the board that gave summary of 2024 to date; status on each station, vehicles, and staffing; explained call volumes and trends; where Barbour County Ambulance service is going, how to get there, and immediate needs.

Further discussion was held on the structure of each agency, assets, liabilities and debts.

David Strait opened the floor for nominations of Vice President. Lesa Corley nominated Corey Brandon. Per no other nominations, the vote was unanimous to appoint Corey Brandon as Vice President.

David Strait made a recommendation, per Bylaws, to combine the position of Secretary/Treasurer and nominated Shana Frey. Evan Workman seconded, passing unanimously.

The floor was opened to discuss changes to the Barbour County Ambulance Authority bylaws draft. The following changes were discussed:

Rod Kimble made a motion, seconded by Corey Brandon to change Article II Section 1 and 2 to update the number of board members from five to seven members to five to nine members.

David Strait made a motion, seconded by Cheri Sturm, to update Article III, Section 6 with the address of 26 N Main St., Philippi, WV 26416; phone number 304-457-4339.

Voting members include: David Strait, Dr. Jesus Lemus, Lesa Corley, Suzanna Skidmore, Rod Kimble, Cheri Sturm, Evan Workman, Corey Brandon

Clarification on Article IV Section 2- at this time, the Barbour County Ambulance Authority board is voluntary, and no compensation will be received.

On a motion by Rod Kimble, seconded by Suzanna Skidmore, the Barbour County Ambulance Authority bylaws are accepted, as amended.

APPROVED



The MOU Agreements with Barbour EMS (February 5, 2024) and Belington EMS (March 6, 2024) were prepared by Pullen Fowler Brown & Poe and adopted by the Barbour County Commission. A motion to accept the assignment of the existing MOUs was made by Rod Kimble, seconded by Cheri Sturm.

On April 1, 2024 the Barbour County Commission entered in a Public Safety Management Contract with SCARS that will provide consultation on existing processes, operations and administrative guidance, potential recommendations for reconstruction and re-development of SOP/SOGs in accordance with general standards and documentation update guidance per state and federal requirements. Managerial services to include oversight of existing agencies and oversight of any newly formed merger of the current two agencies. SCARS and its employees will collaboratively act as the "Administrator of EMS Services" within Barbour County and report directly to the Barbour County Ambulance Authority and the Barbour County Commission. David Strait made a motion to adopt the SCARS agreement and appoint SCARS, specifically Dylan Oliveto, as the Executive Director of the Barbour County Ambulance Authority, seconded by Corey Brandon.

Johnnie Brown provided a recommendation to consider moving forward with the structure of the Barbour County Ambulance Authority by acquiring all debts and assets of Barbour County EMS and Belington EMS and forming Barbour County Ambulance Service under one Authority. On a motion by Suzanna Skidmore, seconded by Rod Kimble, this organizational structure was approved to move forward with necessary agreements.

On a motion by Evan Workman, seconded by Corey Brandon, a new bank account for the Barbour County Ambulance Authority is to be opened at People's Bank.

On a motion by David Strait, seconded by Evan Workman, the Executive Director is given the authority to conduct necessary steps for licensing, billing and contractual obligations in order to establish the Authority.

On a motion by Evan Workman, seconded by Corey Brandon, the Executive Director has authority for contractual obligations and capital purchases up to \$5,000.00 as well as general operating expenses.

A discussion was held on property and vehicle coverage. On a motion by Suzanna Skidmore, seconded by Cheri Sturm, property and vehicle insurance will be put to bid.

On a motion by Rod Kimble, seconded by Corey Brandon the regular meeting schedule will be the seconded and fourth Friday beginning at 10:00am with adjustments as necessary. Meeting place will be located at the Barbour County Communications Center as well as a virtual option. Article III Section 1 will be updated accordingly.

General discussion was held regarding statistics, morale, employee benefits, staffing structure and EMS week.

The meeting was adjourned at 1:25pm on a motion by Suzanna Skidmore, seconded by Cheri Sturm.