

Barbour County Ambulance Authority Meeting**June 13, 2025****10:00 am****APPROVED****7-15-25**

DAVID STRAIT, LESA CORLEY, CHERI STURM, SUZANNA SKIDMORE, EVAN WORKMAN

Aaron Bostel, Shana Frey, Bob Wilkins, Sherri Vazquez, Brian Merrel

Absent/Regrets: Rod Kimble, Corey Brandon

Minutes were approved from April 25 and May 7, 2025 on a motion by Suzanna Skidmore; seconded by Lesa Corley.

Operational updates were discussed.

A Discussion was held on establishing a Facebook page for BCAA. All agreed; Haley Tuttle will be named the PIO officer.

Aaron Bostel discussed two programs for consideration at the next meeting.

- TCP Humanity- a clock in/clock out system that allows for geofencing within a proximity of stations.
- EMS 1 Academy- online education platform to provide hours for required certification and reviews, ability to create in-dept training videos; provides annual training; allows for training of new staff

He discussed an incident that caused home damage. The homeowners declined repair due to previous damage. The board requested the refusal to be documented and signed.

The rebranding of ambulance lettering will be completed when the reflective decals are received from backorder.

The Medicare visit has been completed and a billing update was provided.

A new recruit academy was recently completed with nine new employees; including two Paramedics. Each new hire received a New Recruit Orientation Booklet

A significant account balance with Broaddus Acute Care was discussed. Contact info was provided for payment status follow up.

Financials were reviewed. The board is interested in updates including the billing dashboard, quality dashboard, expenses, payroll summary, account balances.

On a motion by Suzanna Skidmore, seconded by Cheri Sturm, the propane lease agreement with Philippi Southern States was approved and would like to also move forward with a store credit account.

A discussion was held regarding West Virginia Unemployment Insurance as a Taxable or Reimbursable Account. On a motion by Suzanna Skidmore, seconded by David Strait, the board will allow the Director to make the decision.

On a motion by David Strait, seconded by Evan Workman, Aaron Bostel is to be added to the BCAA bank account ending in 4207 with signature authority.

Sherri Vasquez educated the board on the WV State Auditor Purchasing Card program. She explained the process, account controls, account types and benefits. Upon approval, set up time will take 4-6 weeks.

On a motion by David Strait, seconded by Evan Workman, Executive Session was entered to discuss an operations matter at 11:06am.

Regular Session resumed at 11:35am on a motion by Suzanna Skidmore, seconded by Cheri Sturm.

Returning to the Operations Update agenda item, Suzanna Skidmore made a motion to grant full-time employees sick and vacation per the adopted handbook based on years of service and all full-time employees be credited for a minimum of one-year of service; Evan Workman seconded.

The floor was opened for public comment.

The next meeting is scheduled for July 11, 2025 at 10:00am.

The meeting was adjourned at 11:24am on a motion by Suzanna Skidmore, seconded by Cheri Sturm.

Barbour County
Laurie L. Austin, Clerk
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