

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD
REGULAR MEETING
Stillwater Medical Center
West Conference Room
Stillwater, Oklahoma**

**September 16, 2020
12:00 p.m.**

Present: Harland Wells, Christa Louthan, Shelly Andrews and Elaine Ackerson

Absent: Jerry Moeller

Others: Kelly McCauley, Zach Harris, Matt Williams, Jeremy Wright, Dr. Cody (LifeNet, Inc.) and Cheryl Marshall (minutes)

CALL MEETING TO ORDER

Harland Wells, Vice Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 12:02 p.m.

APPROVAL OF MINUTES

Copies of the minutes of the August 19, 2020 regular meeting of the WPCATA Board were distributed and reviewed. Ackerson made a motion that the minutes be approved as presented. Louthan seconded the motion, and Ackerson, Andrews, and Louthan voted in favor of the motion. Wells abstained as he was unable to attend the August meeting.

APPROVAL OF TREASURER'S REPORT

Cheryl Marshall shared the Treasurer's Report with the members. The beginning balance of the Operating Account as of August 1 was \$63,520.95. Deposits were made from the City of Stillwater, CEC, City of Perkins, Noble County, Glencoe and two memberships. Interest accrued was \$30.93. Expenses included checks to LifeNet for the contracted amount. The ending balance for August was \$72,077.58. The members reviewed the Balance Statement, Profit and Loss and Cash Flow statement for each month prepared by Alan Lovelace, CFO.

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

CHAIRMAN'S REPORT

Marshall shared that Moeller sent the Executive Summary of Athey's report to the Stillwater City Council. He was asked and agreed to present the report at the October 19th Council meeting.

REAPPOINTMENT TO THE BOARD – CHRISTA LOUTHAN

The Board has not yet received the letter of reappointment from OSU.

REPORT FROM LIFENET

Zach Harris reported that the urban emergency response time for August was at 95.1%, rural 911 emergency response time was at 92.2% and the non-emergency response time was at 92.5%.

The CT was down at Stillwater Medical for a couple of days, which lead to an increase in transfers. LifeNet completed ten transfers for outside agencies and seven transfers were completed by other agencies. A mutual aid map was included in the report packet. Call volume for August was 446. Information on late response calls was shared with the members. The members discussed delays that can sometimes occur from County road closures. LifeNet agreed to reach back out to the County Commission to see if they have updated their process for notifications of road closures.

Williams updated the members on the details of the statistical information, community education and survey information. Wright shared the PCR Reviews QA data for August, which included 151 chart reviews, and answered questions of the Board members.

AED REPORT AND POSSIBLE APPROVAL OF PLACEMENT OF AEDS

No new AED requests at this time. Four units are currently available.


OTHER BUSINESS

The Board members agreed to notify Marshall in advance if videoconference (zoom) would be necessary for the members to meet.

ADJOURN

There being no further business, Andrews moved that the meeting be adjourned. Ackerson seconded the motion, and Wells, Andrews, Louthan and Ackerson voted in favor of the motion. The meeting was adjourned at 12:48 p.m.


Harland Wells, Vice Chairman


Cheryl Marshall, Secretary/Treasurer