

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD**  
**REGULAR MEETING**  
**Stillwater Medical Center**  
**1<sup>st</sup> Floor Boardroom**  
**Stillwater, Oklahoma**

**October 20, 2021**  
**12:00 p.m.**

**Present:** Jerry Moeller, Harland Wells and Christa Louthan

**Absent:** Elaine Ackerson and Bill Worthy

**Others:** Kelly McCauley, Zach Harris (LifeNet, Inc.) and Cheryl Marshall  
(minutes)

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**CALL MEETING TO ORDER**

Jerry Moeller, Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 12:00 p.m. Bill Worthy resigned from employment from the Town of Glencoe. They plan to vote to select his replacement at their October meeting.

**APPROVAL OF MINUTES**

Copies of the minutes of the September 15, 2021 regular meeting of the WPCATA Board were distributed and reviewed. Louthan made a motion that the minutes be approved as presented. Moeller seconded the motion, and Louthan, Moeller and Wells voted in favor of the motion.

**APPROVAL OF TREASURER'S REPORT**

Cheryl Marshall shared the Treasurer's Report with the members. The beginning balance of the Operating Account as of September 1 was \$202,191.27. Deposits were received from the City of Stillwater, CEC, City of Perkins, Noble County and the town of Glencoe. Interest accrued was \$4.11. Expenses included one check to LifeNet (subsidy) and one to Dearingers (plaques). The balance at September 30 was \$195,265.71. The members reviewed the Balance Statement, Profit and Loss and Cash Flow statement prepared by Alan Lovelace, CFO. Moeller noted the financial difference in income between 2020 and 2021.

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

**CHAIRMAN'S REPORT**

Moeller shared that to look into pricing for next year's audit, he received a list of small accounting firms in this area from SMC's Materials Management director. He also visited with CFO, Alan Lovelace who shared that he was confident in CBEW's performance of the audit. After discussion with the members, it was determined to continue with CBEW for the 2021 audit due to performance and reasonable pricing.

Moeller stated that Gabby has done an excellent job— but to be in compliance with generally accepted business practices, we need to periodically change our lead auditor and this has been requested.

#### **REVIEW AND POSSIBLE APPROVAL OF PROPOSED 2022 REGULAR MEETING DATES**

The members reviewed the suggested 2022 calendar of regular meeting dates. They agreed to continue meeting the third Wednesday of each month at noon. The March 2022 meeting will move to the fourth Wednesday, March 23, due to the third Wednesday falling during Spring Break.

Louthan made a motion to approve the 2022 Schedule of Regular Meeting as presented. Wells seconded the motion, and Moeller, Wells and Louthan voted in favor of the motion.

#### **DISCUSSION TO HONOR THE FOUNDING WPCATA BOARD MEMBERS**

Harland Wells signed the Resolutions honoring the founding WPCATA Board members and again expressed his great appreciation of the many hours that led to the success of the establishment of the Western Payne County Ambulance Trust Authority. McCauley agreed to hang the plaques at headquarters and at the Perkins location.

#### **REPORT FROM LIFENET**

Kelly McCauley shared that due to time constraints he was unable to prepare the standard reports and agreed to email those to the Board. He shared the PCR Reviews QA data for July (104 reviewed), August (39 reviewed) and September (29 reviewed). The members reviewed the data in detail.

#### **AED REPORT AND POSSIBLE APPROVAL OF PLACEMENT OF AEDS**

The Perkins Fire Department requested an AED. The members agreed with the need for placement there.

Wells made a motion to approve the placement of an AED at the Perkins Fire Department. Louthan seconded the motion, and Louthan, Wells and Moeller voted in favor of the motion.

#### **OTHER BUSINESS**

None.

#### **ADJOURN**

There being no further business, Louthan moved that the meeting be adjourned. Wells seconded the motion, and Louthan, Moeller and Wells voted in favor of the motion. The meeting was adjourned at 12:24 p.m.

  
Jerry Moeller, Chairman

  
Cheryl Marshall, Secretary/Treasurer