

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

**November 17, 2021  
12:00 p.m.**

**Present:** Jerry Moeller, Harland Wells, Christa Louthan, Elaine Ackerson and Shane McLane

**Absent:**

**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.

**WELCOME NEW BOARD MEMBER, SHANE MCLAIN**

Jerry Moeller and Board members welcomed Shane McLain, Town of Glencoe representative. A letter was received from the Town of Glencoe appointing Shane McLain to the WPCATA Board fulfilling the completion of Bill Worthy's term (through October 2022). The Oath of Office was signed by Shane McLain.

**APPROVAL OF MINUTES**

Copies of the minutes of the October 20, 2021, regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion that the minutes be approved as presented. Louthan seconded the motion, and Louthan, Moeller and Wells voted in favor of the motion. Ackerson and McLain abstained as they did not attend the October 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 October 1 was \$195,265.71. Deposits were received from the City of Stillwater and CEC. Interest accrued was \$6.35. Expenses included one check to LifeNet (subsidy). The balance at October 31 was \$178,811. The members reviewed the Balance Statement, Profit and Loss and Cash Flow statement prepared by Alan Lovelace, CFO.

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

## **CHAIRMAN'S REPORT**

Moeller shared that he met with Hunter Robinson, CEO of CEC. Robinson was happy to increase marketing for the ambulance membership program. Moeller shared that he provided information to BancFirst for renewal of D&O insurance. He also shared an article from the Tulsa paper that EMSA had requested they not have to place a paramedic on every truck as they are only needed a small percentage of the time. They would place two EMTs on some of the ambulances and send paramedics on appropriate calls. They plan to add additional ambulances reducing their response times. In Stillwater, the Stillwater Fire Department (SFD) responds alongside LifeNet for high acuity calls and has a paramedic or advanced EMT on their crew.

The members decided to cancel the December meeting.

## **APPROVAL OF 2022 BOARD OFFICERS**

The Board members discussed nominations for the 2022 Board Officers.

Wells moved that Jerry Moeller serve as Chairman, Christa Louthan as Vice Chair and Cheryl Marshall serve as Secretary/Treasurer for 2022. Ackerson seconded the motion, and Wells, McLain, Ackerson, Moeller and Louthan voted in favor of the motion.

## **REPORT FROM LIFENET**

Kelly McCauley reported that the urban emergency response time for September was at 94.4%, rural 911 emergency response time was at 91.0% and the non-emergency response time was at 90.6%. LifeNet completed two transfers from outside the service area and 3 interfacility trips were completed by other facilities. Call volume for September was 479.

Zack Harris shared that the urban emergency response time for October was at 90.7%, rural 911 emergency response time was at 90.0% and the non-emergency response time was at 91.1%. LifeNet completed 8 transfers for others and one interfacility transfer was completed by an outside agency. Call volume for October was 508. McCauley and Harris updated the members on the late response calls and shared details with the members. They also updated the Board on statistical information, community education and survey information.

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

Nothing new to report.

## **OTHER BUSINESS**

McCauley shared that they just completed their 2-day site survey with the Commission on Accreditation of Ambulance Services (CAAS). The review cycle occurs every three years. This year's survey was virtual and went very well. The surveyors were very complimentary of LifeNet across all divisions.

**ADJOURN**

There being no further business, Ackerson moved that the meeting be adjourned. Louthan seconded the motion, and Louthan, Ackerson, Moeller, McLain and Wells voted in favor of the motion. The meeting was adjourned at 12:43 p.m.

*Cheryl Marshall*

Cheryl Marshall, Secretary/Treasurer

*Jerry Moeller*

Jerry Moeller, Chairman