WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD
REGULAR MEETING
Stillwater Medical Center, 1st Floor Boardroom
July 24, 2024, 12:00 p.m.

Present: Christa Louthan, Elaine Ackerson and Harland Wells

Absent: Jerry Moeller and Cassie Wilson

Others: Ryan Field and Nicole Hart, and Kelly McCauley (via phone) (LifeNet, Inc.), Bailey Jones (CBEW), Dawn Kregel and Cheryl Marshall (minutes)

CALL MEETING TO ORDER
Christa Louthan, Vice Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 12:04 p.m.

APPROVAL OF MINUTES
Copies of the minutes of the June 20, 2024, regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion to approve the minutes as presented. Ackerson seconded the motion, and Wells, Ackerson and Louthan voted in favor of the motion.

APPROVAL OF 2023 AUDIT REPORT – CBEW
Bailey Jones, Auditor, CBEW, distributed the 2023 Accountants' Report and Financial Statements (Audit Report) and Auditors letter. The Statement of Net Position, Cash Flows and Notes of the basic financial statements were reviewed. Jones noted that no deficiencies, issues or material misstatements were found. Duties are segregated and no manipulation of funds was found.

Ackerson made a motion to approve the 2023 Audit Report as presented. Wells seconded the motion, and Ackerson, Wells and Louthan 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 June 1 was $194,283.17. Checks/deposits were received from the City of Stillwater, CEC, City of Perkins, Noble County, and Town of Glencoe. Interest accrued was $457.68. Two expenses were paid: LifeNet (subsidy) and Stillwater Medical (salary expense). The account balance at the end of the month was $184,275.90. The members reviewed the Balance Statement, Profit and Loss and Cash Flow Statement prepared by Alan Lovelace, CFO. A Notice of Change statement from Simmons Bank was included with this month's bank statement. It summarized the changes to Simmons' Terms and Conditions. The Board members asked that the new conditions be reviewed by Lovelace to determine if these changes should be considered out of the ordinary.

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

CHAIRMAN'S REPORT
Christa Louthan shared that the current contract year ended April 30th. The LifeNet letter concerning the annual subsidy increase of 3% was reviewed by the members. The increase went into effect July 1, 2024.

SEMI-ANNUAL CONFLICT OF INTEREST STATEMENT
The Conflict-of-Interest statement was signed by the members present.

REPORT FROM LIFENET
Ryan Field reported the urban emergency response time for June was 95.0%, rural 911 emergency response time was 93.0% and the non-emergency response time was 87.6%. LifeNet completed eight transfers originating outside the service area. Call volume was 536 for the month. LifeNet made 242 interfacility transfers. Field updated the members on the late response calls and shared details with the members. He also shared statistical and survey information.

Nicole Hart shared protocol compliance percentages and details with the members. She also shared Cardiac/STEMI/Chest Pain data and compliance, as well as areas of focus and education for the medics. Vent management education is scheduled for August.

Kelly McCauley shared changes in area leadership. Brett Peine was promoted to COO. McCauley is serving as Area Director in Arkansas, based in Hot Springs. Zach Harris has been promoted to Area Director, Payne County.

Field shared that LifeNet is fully staffed. They are continuing to hire to place staff in other areas.

AED DISCUSSION AND POSSIBLE APPROVAL OF AED DOCUMENTS
Ryan Field shared they are continuing to contact the remaining businesses who have placed AED equipment to obtain signatures on the liability waivers.

OTHER BUSINESS
None

ADJOURN
There being no further business, Ackerson moved that the meeting be adjourned. Wells seconded the motion, and Louthan, Wells and Ackerson voted in favor of the motion. The meeting was adjourned at 12:47 p.m.

Christa Louthan

Christa Louthan, Vice Chairman

Cheryl Marshall

Cheryl Marshall, Secretary/Treasurer