

WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD
REGULAR MEETING
Stillwater Medical Center, 1st Floor Boardroom
June 18, 2025, 12:00 p.m.

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

Absent: Cassie Wilson

Others: Zach Harris (LifeNet, Inc.), Bailey Jones (CBEW Professional Group) and Cheryl Marshall (minutes)

CALL MEETING TO ORDER

Jerry Moeller, Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 12:01 p.m.

APPROVAL OF MINUTES

Copies of the minutes of the April 16, 2025, regular meeting of the WPCATA Board were distributed and reviewed. Wells made a motion to approve the minutes as presented. Louthan seconded the motion, and Louthan, Wells and Moeller voted in favor of the motion. Ackerson had not yet arrived.

APPROVAL OF 2024 AUDIT REPORT – CBEW PROFESSIONAL GROUP, LLP

Bailey Jones, Auditor, CBEW, distributed the 2024 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. The difference in cash position was mainly due to not receiving a subsidy refund in 2024. A clean, unmodified opinion was issued.

Wells made a motion to approve the 2024 Audit Report as presented. Louthan seconded the motion, and Moeller, Wells and Louthan voted in favor of the motion. Ackerson had not yet arrived.

APPROVAL OF TREASURER'S REPORT

Cheryl Marshall shared the Treasurer's Report with the members. The beginning balance of the Operating Account as of April 1 was \$144,671.33. Checks/deposits were received from the City of Stillwater, CEC, City of Perkins, Town of Glencoe and 16 membership fees. Interest accrued was \$423.90. One expense was paid to LifeNet (subsidy). The account balance at the end of the month was \$139,304.16.

The beginning balance of the Operating Account as of May 1 was \$139,304.16. Checks/deposits were received from the City of Stillwater, CEC, Noble County, City of Perkins, Town of Glencoe and 12 membership fees. Interest accrued was \$398.48. One expense was paid to LifeNet (subsidy). The account balance at the end of the month was \$149,954.27. The members reviewed the Balance Statement, Profit and Loss and Cash Flow Statement prepared by Alan Lovelace, CFO.

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

CHAIRMAN'S REPORT

Jerry Moeller, Chairman, shared he is hoping to have the opportunity to meet the new CEO of CEC soon to share information about the membership program.

BIENNIAL REVIEW OF WPCATA BYLAWS

The members reviewed the WPCATA Bylaws. Ackerson noted that Article VI, Section 1, states "The regular meetings of the Board of Trustees shall be on the third Wednesday of each month at 5:00 p.m. unless otherwise designated by the Board or at the call of the Chairman." The members asked that the time be amended to noon.

Ackerson made a motion to approve the WPCATA Bylaws with the noted amendment. Wells seconded the motion, and Ackerson, Louthan, Moeller and Wells voted in favor of the motion.

DISCUSSION AND POSSIBLE APPROVAL OF SALARY INCREASE FOR ADMINISTRATIVE SERVICES

The members discussed the current salary amounts for Administrative Services. Marshall agreed to provide additional information to the Board.

Wells made a motion to table this item for further information. Louthan seconded the motion, and Louthan, Moeller, Wells and Ackerson voted in favor of the motion.

REPORT FROM LIFENET

Zach Harris reported the urban emergency response time for April was 95.5%, rural 911 emergency response time was 96.0% and the non-emergency response time was 89.6%. LifeNet completed two transfers originating outside the service area. Call volume was 629 in April. LifeNet made 250 interfacility transfers. Harris updated the members on the late response calls and shared details with the members. LifeNet responded to 12 Noble County calls.

The urban emergency response time for May was 98.1%, rural 911 emergency response time was 95.3% and the non-emergency response time was 90.4%. LifeNet completed six transfers originating outside the service area. Call volume was 571 in May. LifeNet made 271 interfacility transfers. Harris updated the members on the late response calls and shared details with the members. LifeNet responded to 12 Noble County calls. He shared that adding the 12-hour ambulance has improved response time. He shared that due to cost, LifeNet is transitioning to an internal survey. The questions will remain the same but they will not have national data as a comparison.

Harris shared protocol compliance percentages and details with the members. In April, the dashboard showed 100% compliance in Stoke, Trauma, Universal, ACS, Cardiac Arrest and Critical Interventions. In May, the dashboard showed 100% compliance in Stroke, Universal, Cardiac Arrest and Critical Interventions.

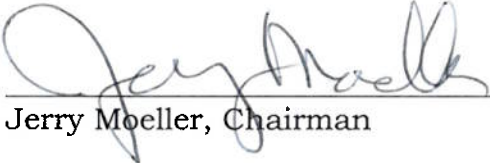
OTHER BUSINESS

None

ADJOURN

There being no further business, Louthan moved that the meeting be adjourned. Ackerson seconded the motion, and Wells, Louthan, Moeller and Ackerson voted in favor of the motion. The meeting was adjourned at 12:42 p.m.


Cheryl Marshall, Secretary/Treasurer


Jerry Moeller, Chairman