

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD**  
**REGULAR MEETING**  
**Stillwater Medical Center, 2<sup>nd</sup> Floor Conference Room**  
**January 21, 2026, 12:00 p.m.**

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

**Absent:**

**Others:** Zach Harris, Ryan Field, Adam Oliver, LA Shepherd (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 12:01 p.m.

**WELCOME AND OATH OF OFFICE – ALYSSA HARRISON**

The Board welcomed Alyssa Harrison, appointed by the Glencoe Board of Trustees. Ms. Harrison signed an Oath of Office and will serve a three-year term ending December 2028.

**APPROVAL OF MINUTES**

Copies of the minutes of the November 19, 2025, regular meeting of the WPCATA Board were distributed and reviewed. Ackerson made a motion to approve the minutes as presented. Louthan seconded the motion, and Louthan, Wells, Moeller, Ackerson and Harrison 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 December 1 was \$134,370.39. Checks/deposits were received from the City of Stillwater, CEC, Noble County, Glencoe and the City of Perkins. Interest accrued was \$371.81. Two expenses were paid: LifeNet (subsidy) and BancFirst Insurance (D&O). The account balance at the end of the month was \$147,005.46.

The beginning balance of the Operating Account as of December 1 was \$147,005.46. Checks/deposits were received from the City of Stillwater, CEC, Noble County, Glencoe and the City of Perkins. A subsidy refund of \$180,430.44 was received from LifeNet. Interest accrued was \$385.26. Two expenses were paid: LifeNet (subsidy) and Stillwater Medical (salary expense). The account balance at the end of the month was \$328,480.37. The members reviewed the Balance Statement, Profit and Loss and Cash Flow Statement prepared by Alan Lovelace, CFO.

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

### **CHAIRMAN'S REPORT**

Jerry Moeller shared the subsidy refund calculations information received from LifeNet.

### **SEMI-ANNUAL CONFLICT OF INTEREST STATEMENT**

The Conflict-of-Interest statement was signed by the members and will be submitted to the Secretary of State.

### **ELECTION OF 2026 BOARD OF TRUSTEE OFFICERS**

The current Board officers were asked to continue serving in their respective roles for 2026, and each agreed to do so.

Wells moved that Jerry Moeller remain Chairman and Christa Louthan remain Vice Chair for 2026. Ackerson seconded the motion, and Ackerson, Harrison, Moeller, Wells and Louthan voted in favor of the motion.

### **AUDIT ENGAGEMENT LETTER**

The members reviewed the engagement letter provided by CBEW for the 2025 audit and discussed the proposed fee structure, noting that the audit cost will not exceed \$4,000, plus the SA&I filing fee of \$100.

Wells moved that CBEW be engaged to conduct the 2025 audit. Louthan seconded the motion, and Moeller, Louthan, Wells, Ackerson and Harrison voted in favor of the motion.

### **REPORT FROM LIFENET**

Zach Harris reported the urban emergency response time for November was 96.0%, rural 911 emergency response time was 91.1% and non-emergency response time was 89.0%. LifeNet completed 10 transfers originating outside the service area. Call volume was 559 in November. LifeNet made 237 interfacility transfers. Harris updated the members on the late response calls and shared details with the members. LifeNet responded to 18 Noble County calls.

Harris reported the urban emergency response time for December was 98.0%, rural 911 emergency response time was 90.1% and non-emergency response time was 93.3%. LifeNet completed 6 transfers originating outside the service area. Call volume was 544 in December. LifeNet made 252 interfacility transfers. He updated the members on the late response calls and shared details with the members. LifeNet responded to 13 Noble County calls.

Harris was pleased to share that by February 1<sup>st</sup> LifeNet will install Lucas CPR compression devices on all ambulances. Lift Assist is also being installed on all ambulances.

Zach Harris introduced LA Shepherd, Clinical Manager. He recently began employment with LifeNet and works as a flight medic two days each week with Air Methods. Harris shared details of the November report with the members. The dashboard showed 100% compliance in Stroke/CVA, Trauma and Universal, and ACS/Stemi.

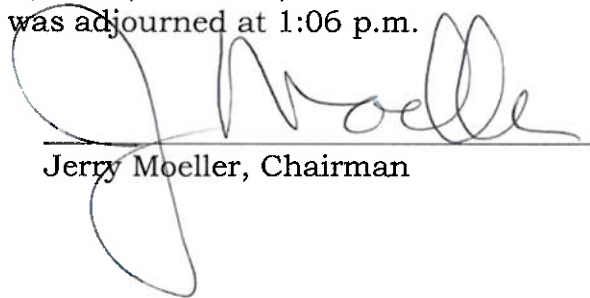
LA Shepherd shared details of the December report. The compliance dashboard showed 100% compliance in Stroke/CVA, Trauma, Universal, BLS, Cardiac Arrest and Critical Interventions.

**OTHER BUSINESS**

Zach Harris presented the most recent Lincoln County coverage area map. He estimated that annual call volume would range between 100 and 250 calls. The projected annual payment to WPCATA is \$141,768. The Board members requested a formal contract or agreement outlining service expectations, along with detailed payment terms. Harris agreed to reach out to their Board for this information.

**ADJOURN**

There being no further business, Ackerson moved that the meeting be adjourned. Louthan seconded the motion, and Louthan, Wells, Harrison, Ackerson and Moeller voted in favor of the motion. The meeting was adjourned at 1:06 p.m.



Jerry Moeller, Chairman



Cheryl Marshall, Secretary/Treasurer