

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING MINUTES
July 22, 2025**

A meeting of the KCEAA Executive Committee took place at 11:00a.m. on Tuesday, July 22, 2025, at KCEAA Central Office located at 601 Brooks Street, Charleston, West Virginia.

Committee Members:

Mr. Harry Miller
Mr. Tim Morris

Mr. Glenn Summers
Ms. Lillian Morris

Mr. Rory Isaac

Staff/Other:

Ms. Monica Mason
Mr. John Shaheen
Mr. Jack Shaheen

Ms. Jordan VanMeter
Ms. Carrie Dysart(zoom)
Dr. Dave Seidler

Mr. Jason Wilson
Mr. Brock Malcolm(zoom)
Mr. Ethan Walker

Call to Order:

Mr. Harry Miller called the meeting to order.

Approval of Minutes:

Motion made by Ms. Lillian Morris, second by Mr. Rory Isaac to approve the meeting minutes from the Executive Committee meeting on June 26, 2025. The motion passed.

New Business:

Atlantic Remount Type III Proposal- Pricing Increased from Budget Estimates- Monica Mason & Jason Wilson:

- The Committee reviewed the Atlantic proposal. Monica Mason began the discussion by noting that the original quote had increased by approximately \$20,000. Jason Wilson stated that the company that originally gave him a quote in March 2025 is now booked out for 18 months and that a rate increase went into effect on July 1, 2025. He shared that a representative from Atlantic came and provided an in-person quote, which reflected an approximate \$20,000 increase per unit.
- Jason reviewed that if we proceed with Atlantic for the remounts, it would take 120 days for them to complete the work. He recommended sending one unit first, then waiting for its return before sending another, and after that, sending the last two, with the goal of having all remounted—or at least with the company—by the end of the year.
- The Committee reviewed the price difference between purchasing a new ambulance and the cost of the remounts and determined there is still a \$23,000 savings. There was discussion about the \$1.5 million budget and that some leftover funds for radios, antennas, graphics, etc., would no longer be available.
- There was also discussion regarding whether to install a seat ourselves or allow Atlantic to replace it, and it was decided to allow Atlantic to handle the replacement. It was noted that we will likely finance both the new ambulances and the remounts.
- Monica Mason stated that she has executed the agreement for the four new ambulances, which are expected to arrive in December.

Motion made by Mr. Rory Isaac, second by Mr. Glenn Summers, to recommend to the full Board the acceptance of the new bid for the four remounts. The motion passed.

Ex Officio Board Members- Hospital Representation- Monica Mason:

- Monica Mason reported that she is still in the process of filling the hospital ex officio board member positions. She stated that CAMC has already selected a representative and that she is working with Thomas to have them elect a representative. The Committee decided that, due to the bylaws allowing hospital representation as ex officio positions, Monica Mason can proceed with filling the two positions, with the goal of having them in place and attending the next board meeting.

Old Business:

- No old business.

Open Forum:

- There was a discussion regarding the billing services and revenue cycle management vendor update. Monica Mason reported that the agreement with the new vendor has been signed, and the onboarding process has begun. All of the initial requested information has been sent, with a tentative go-live date of September 1, 2025. She also stated that all current KCEAA billing employees have been informed and walked through the process. Monica reviewed the process with the Committee.

Adjournment:

There being no further business, a motion was made by Mr. Rory Isaac, second by Mr. Tim Morris to adjourn the meeting. The motion passed.

Respectfully submitted:



Ethan Walker