

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY
JOINT PERSONNEL AND BUDGET & FINANCE COMMITTEE MEETING MINUTES
December 10, 2025**

Committee Members Present:

Mr. Harry Miller
Mr. Rory Isaac

Mr. Dave Fletcher

Mr. Tim Morris

Committee Members Absent:

Mr. Glenn Summers

Staff/Other:

Ms. Monica Mason
Mr. Jason Sergent
Commissioner Lance Wheeler

Ms. Jordan VanMeter
Mr. John Shaheen
Ms. Astrid Favre

Mr. Jason Wilson
Mr. Tom Susman
Mr. Ethan Walker

Call to Order:

Mr. Harry Miller called the meeting to order.

Approval of Minutes:

Motion made by Mr. Rory Isaac, second by Mr. Tim Morris, to approve the Budget & Finance Committee meeting minutes from June 6, 2025. The motion passed.

Motion made by Mr. Dave Fletcher, second by Mr. Tim Morris, to approve the Personnel Committee meeting minutes from March 4, 2025. The motion passed.

New Business:

Review of Area Salary Study & Budget Discussion- Monica Mason, Jordan VanMeter, and John Shaheen:

- Committee members reviewed the salary study that was presented to all board members, which included compensation comparisons for EVOs, EMTs, Paramedics, and CCT Medics. The salary comparisons included data from surrounding counties.
- Jordan VanMeter reviewed that the purpose of the presentation was to support employee retention and presented two options for consideration: a 4% raise across the board, or a tiered increase of 6% for staff and 8% for field staff. The projected cost of the 6% staff and 8% field staff option was approximately \$1,022,000. It was noted that payroll in the current budget already exceeds projections by approximately \$1,000,000.
- An extended discussion followed, including current financial status, last year's deficit, levy share, projected revenue from switching to QMC, the new fee schedule, potential savings associated with the tiered response initiative, and the possibility of offering sign-on bonuses to encourage new card-holding employees to apply.
- No decision was made at this time due to the need for clearer financial projections. The following information was requested to be presented at a Special Executive & Board Meeting:
 - A true projection of how long the organization could be sustained using cash on hand.
 - End-of-year financial cost projections.

- The cost of an 8% raise for EMTs.
- The cost of a 12% raise for Paramedics.
- Recommendations for sign-on bonuses for experienced providers.
- There was also discussion regarding the current budget, which will require revisions due to new revenue projections, ambulances that were financed rather than purchased with cash, a reduction in staffing levels, and the potential for wage increases. The budget will be revisited at the beginning of 2026.

Adjournment:

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

Respectfully submitted:



Ethan Walker