

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
April 13, 2026**

A meeting of the KCEAA Board of Directors took place at 11:00a.m. on Monday, April 13, 2026, via ZOOM.

**Board Members Present:**

Mr. Harry Miller	Mr. Chuck Blair	Mr. Dave Fletcher
Mr. Rory Isaac	Ms. Lillian Morris	Mr. Scott Elliott
Mr. Scott James		

**Board Members Absent:**

Mr. Tim Morris	Mr. Virgil White	Mr. Tom Takubo
Commissioner Lance Wheeler	Mr. Justin Teel	

**Ex Officio Board Members Absent:**

Mr. Justin Triplett	Ms. Heidi Edwards	Mr. Scott Taylor
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**Staff/Other:**

Ms. Monica Mason	Ms. Jordan VanMeter	Mr. John Shaheen
Mr. Jack Linville	Mr. Daniel Beverly	Mr. Ethan Walker

**Call to Order:**

President Harry Miller called the meeting to order.

**Approval of Minutes:**

**Motion made by Mr. Dave Fletcher, second by Mr. Scott James, to approve the meeting minutes from March 30, 2026. The motion passed.**

**New Business:**

**Quote for Architectural Engineering Fees for KCEAA Ambulance Stations- Monica Mason, Jack Linville (Swope), and Daniel Beverly (Swope):**

- Harry Miller opened the meeting by stating that the KCEAA Station Subcommittee met last week to review the quote for the updated drawings and voted to recommend approval to the full board.
- Daniel Beverly from Swope Construction explained that, due to NFPA 1 and NFPA 101 requirements, the station drawings/plans will need to be redone to obtain approval from the Fire Marshal. He reviewed the required updates, which include electrical, mechanical, plumbing, civil, and structural components.
- The quote for architectural and engineering fees for the South Charleston and St. Albans stations, including MEP and civil (provided to all members), in the amount of \$89,000.00 was reviewed.
- There was a discussion regarding the cost for the St. Albans and South Charleston stations. The Swope quote to construct the two stations is \$2,611,540.00. There was also discussion regarding the funding that has been awarded for the station projects. HRSA has awarded \$750,000 for the South Charleston station and \$750,000 for the St. Albans station. The

Governor awarded \$1 million for all four station projects. The remaining cost will be covered by a loan that KCEAA has secured. It was noted that all federal funding must be used before the bank will allow a drawdown on the loan.

- Discussion was held regarding whether there will be sufficient funding for all four stations. John Shaheen stated that there are currently sufficient funds to cover the projects. It was requested that he provide documentation outlining the funding and cost per station.

**Motion made by Mr. Scott James, second by Mr. Scott Elliott, to approve the Swope Construction quote for architectural and engineering fees for the South Charleston and St. Albans stations, including MEP and civil in the amount of \$89,000.00. The motion passed.**

**Adjournment:**

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

Respectfully Submitted:



Ethan Walker