

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
February 26, 2026**

A meeting of the KCEAA Board of Directors took place at 12:00p.m. on Thursday, February 26, 2026, at KCEAA Central Office located at 601 Brooks Street, Charleston, WV.

Board Members Present:

Mr. Harry Miller	Mr. Dave Fletcher	Mr. Scott Elliott
Mr. Rory Isaac	Mr. Scott James (zoom)	Mr. Lillian Morris
Mr. Tim Morris	Mr. Virgil White(zoom)	Mr. Justin Triplett
Ms. Heidi Edwards(zoom)		

Board Members Absent:

Mr. Chuck Blair	Commissioner Lance Wheeler	Mr. Justin Teel
Mr. Tom Takubo	Mr. Scott Taylor	

Staff/Other:

Ms. Monica Mason	Dr. Dave Seidler	Ms. Jordan VanMeter
Mr. Jason Wilson	Mr. Jason Sergent	Mr. John Shaheen
Ms. Carrie Dysart	Mr. Tom Susman(zoom)	Ms. Cindy Pauline(zoom)
Mr. Ethan Walker		

Call to Order:

President Harry Miller called the meeting to order, which began with the Pledge of Allegiance, followed by roll call.

Approval of Minutes:

Motion made by Mr. Dave Fletcher, second by Mr. Scott Elliott, to approve the meeting minutes from January 22, 2025. The motion passed.

Report of Committees:

Executive Committee-Harry Miller:

Updated FY26 Budget- Harry Miller:

- Harry Miller shared that the executive committee reviewed the FY26 modified budget and made a motion to recommend approval to the full board. He then asked if anyone had any questions regarding the budget that was provided to all board members, to which none arose.

Motion made by Mr. Rory Isaac, second by Mr. Dave Fletcher, to approve the FY26 modified budget. The motion passed.

Parental Leave Policy- Harry Miller:

- Harry Miller stated that the executive committee reviewed the parental leave policy, specifically the highlighted section that was revised, and recommended that the full board approve it. The updated policy was provided to all board members.

Motion made by Mr. Dave Fletcher, second by Mr. Rory Isaac, to approve the revised Parental Leave Policy. The motion passed.

Personnel Committee-Harry Miller:

- No update.

Budget & Finance Committee-Rory Isaac:

- Rory Isaac distributed the check register for January 2026, along with the statement of account for the WV Money Market Pool.

Approval of Write-Offs- Rory Isaac:

- January 2026- \$2,583.77

Motion made by Mr. Rory Isaac, second by Mr. Dave Fletcher, to approve the Automatic Write-Off's as presented. The motion passed.

Financial Report- John Shaheen:

- Collections for January 2026 were \$45,000 under budget. Year-to-date collections, based on the original budget, are \$1.5 million over budget through January and \$1.8 million ahead of last year. It was noted that moving forward, collections will be based on the modified budget. Payroll for January was under budget by \$1,800, with year-to-date payroll under budget by \$441,000. Levy collections for January totaled \$79,000 compared to \$93,000 a year ago and year-to-date are within \$600 of the same seven-month period from the previous year.

Motion made by Mr. Rory Isaac, second by Mr. Scott Elliott, to accept the Financial Report as presented. The motion passed.

Station Project Committee- Tim Morris:

South Charleston & St. Albans Station Update- Tim Morris & Monica Mason:

- Monica Mason shared that the station committee met last week with Swope to review the updated quotes for the South Charleston and St. Albans stations, noting that the quotes hadn't increased from the original 2023 pricing. It was noted that there were slight modifications to the building plans to remain within the original quoted price. She reviewed that Swope is now working with an architect to ensure the changes are acceptable, noting that it should move forward without issue. Once confirmed, we will work with Swope to establish a construction timeline. There are no updates at this time on the Marmet or Dunbar stations.

Motion made by Mr. Dave Fletcher, second by Mr. Tim Morris, to accept the updated quote as recommended by the Station Committee. The motion passed.

Implementation Committee- Harry Miller:

Update-Priority Dispatch/ Tiered Response- Monica Mason, Dave Seidler, Jason Sergent:

- Monica Mason shared that the EMD cards were sent back to APCO for final approval. Jason Sergent reviewed that several cards were updated to ensure the appropriate resource is dispatched. He also noted that, as of this morning, we went live with a new process for fly cars to ensure they can be identified in Metro's CAD system. He reviewed that the model is working and that we are continuing to get the right resource to the right patient.

Executive Director Report- Monica Mason:

Cost Saving Measures- Monica Mason:

- Noted the savings with the modified FY26 budget and reviewed that there will be additional tweaks made. It was stated that John Shaheen will send out an updated version once those modifications are complete.

Billing Services & Revenue Cycle Management Vendor Update- Monica Mason :

- Reviewed that historically January and February are lower months for collections and noted that we continue to be pleased with the billing services.

Rural Health Transformation Program Update- Monica Mason:

- Reviewed that the Coalition continues to answer questions that have been asked regarding the Rural Health Transformation and noted that there is no additional update at this time but will keep the board informed as information becomes available.

New Trucks & Remounts Update- Jason Wilson:

- All four of the new trucks are on the road. Noted that one of the remounts will be going out today and that two are close to being road ready. Reviewed that the final remount should be delivered soon.

Legislation Update- Monica Mason:

- Reviewed legislative items related to EMS, including \$12 million for permanent EMS funding and the No Surprise Bill. Reviewed that KCEAA's administration has been to the Capitol twice to meet with the delegation to discuss items important to KCEAA.

Levy- Monica Mason:

- Reviewed that the levy will be on the ballot in May 2026. Reviewed that the campaign has begun with the Charleston Alliance and that outreach efforts will be taking place throughout the community.

SS4A Grant- Monica Mason:

- No update.

Ambulance Response- Monica Mason:

2026 On Scene	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
ALS Priority	1797												1797
Assist Call	39												39
BLS Priority	965												965
BLS Standard	182												182
CCT/NICU/PICU	2												2
CRV - Assignment	62												62
Priority Not Selected	45												45
Pending Billing Approval	17												17
Pre-Scheduled	530												530
Ready Now	453												453
Intentionally left blank													0
Intentionally left blank													0
Intentionally left blank													0
Grand Total	4092	0	4092										

2026 TXP Priority	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
ALS Priority	1232												1232
Assist Call	12												12
BLS Priority	581												581
BLS Standard	99												99
CCT/NICU/PICU	2												2
CRV - Assignment	7												7
Priority Not Selected	21												21
Pending Billing Approval	17												17
Pre-Scheduled	508												508
Ready Now	447												447
Intentionally left blank													0
Intentionally left blank													0
Grand Total	2926	0	2926										

Staffing- Jordan VanMeter:

- In January, five EMTs, two EVOs, and one EMT student were hired. One full-time EMT transitioned to part-time, and one part-time paramedic resigned. It was noted that the seven EMT students will finish class this week, with testing scheduled for the following week. Reviewed that another EMT academy will begin on March 16th. Meetings have been held with Ben Franklin and Carver to explore establishing EMT programs that would allow high school students to graduate with their EMT certification.

Open Forum- Harry Miller:

- Reviewed that it was recommended to reinstate lunches for board meetings and noted that the executive committee made a recommendation for the full board to approve boxed lunches for board meetings.

Motion made by Mr. Tim Morris, second by Mr. Rory Isaac, to provide boxed lunches for board meetings. The motion passed.

Old Business:

- No old business.

Adjournment:

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

Respectfully submitted:



Ethan Walker