

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING MINUTES
February 26, 2026**

A meeting of the KCEAA Executive Committee took place at 11:00a.m. on Thursday, February 26, 2026, at KCEAA Central Office located at 601 Brooks Street, Charleston, WV.

Committee Members Present:

Mr. Harry Miller	Mr. Rory Isaac	Mr. Tim Morris
Mr. Dave Fletcher	Ms. Lillian Morris	

Committee Members Absent:

Commissioner Lance Wheeler

Staff/Other:

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

Call to Order:

Mr. Harry Miller called the meeting to order.

Approval of Minutes:

Motion made by Mr. Tim Morris, second by Mr. Rory Isaac, to approve the meeting minutes from January 22, 2026. The motion passed.

New Business:

Updated FY26 Budget- Monica Mason & John Shaheen:

- Monica Mason reviewed that we met with the Budget & Finance Committee last week to go over the revised budget, and they made a recommendation to the executive committee to approve the budget and recommend it to the full board for approval.
- John Shaheen reviewed the FY26 budget provided to members, outlining each revised line item. There was discussion regarding the payroll budget, and it was decided to increase the budget to include salaries for 10 EMT students for four months, which would be an increase of \$200,000. There was also discussion regarding small modifications to the oxygen machine and fly car line items to align them with actual costs versus budgeted costs.

Motion made by Mr. Dave Fletcher, second by Mr. Rory Isaac, to recommend to the full board approval of the modified FY26 budget, including the modifications to wages and aligning actual costs for the oxygen machine and fly car line items. The motion passed.

Parental Leave Policy- Jordan VanMeter:

- Reviewed the Parental Leave Policy that was provided to all committee members, noting that the changes made to the policy were highlighted.

Motion made by Mr. Rory Isaac, second by Mr. Dave Fletcher, to recommend to the full board approval of the revised Parental Leave Policy. The motion passed.

Charleston Fire Department ALS Intercept Agreement- Monica Mason:

- Reviewed that Charleston Fire has requested an agreement with KCEAA in which, anytime they run an ALS intercept with one of our BLS ambulances, we would pay them a \$300 fee. It was reviewed that we will suggest providing the difference between a BLS to an ALS call if we are compensated. The committee agreed that this would be a more appropriate arrangement.

Board Meeting Lunches- Harry Miller:

- Reviewed that it was requested to reinstate board meeting lunches. It was recommended to provide boxed lunches at board meetings.

Motion made by Mr. Rory Isaac, second by Mr. Tim Morris, to recommend to the full board approval 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. Dave Fletcher, second by Mr. Rory Isaac, to adjourn the meeting. The motion passed.

Respectfully submitted:



Ethan Walker