

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
May 28, 2026**

A meeting of the KCEAA Board of Directors took place at 12:00p.m. on Thursday, May 28, 2026, at KCEAA Central Office located at 601 Brooks Street, Charleson, West Virginia.

Board Member Present:

Mr. Harry Miller	Mr. Tim Morris	Mr. Rory Isaac
Mr. Dave Fletcher	Mr. Chuck Blair	Ms. Lillian Morris
Mr. Scott James(zoom)	Commissioner Lance Wheeler	Mr. Justin Teel
Mr. Virgil White		

Board Members Absent:

Mr. Tom Takubo	Mr. Scott Elliott
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Ex Officio Board Members Present:

Mr. Brad Tackett	Ms. Heidi Edwards
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Ex Officio Board Members Absent:

Mr. Scott Taylor

Staff/ Other:

Mr. Jason Sergent	Ms. Jordan VanMeter	Mr. Jason Wilson
Dr. Dave Seidler	Mr. John Shaheen	Ms. Carrie Dysart
Mr. Jeremy Young(zoom)	Ms. Alexis Hartwell(zoom)	Mr. Christopher Miller(zoom)
Mr. D. Dunlap Jr (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.

- Harry Miller stated that it has been a privilege to serve on the KCEAA Board of Directors, but that he would be resigning effective immediately as President and Board Member of the KCEAA Board of Directors, as well as resigning from the KCEAA Health & Wellness Clinic Board of Directors. He then turned the floor over to Vice President Tim Morris, handed in his written resignation, and left the meeting.

Approval of Minutes:

Motion made by Mr. Dave Fletcher, second by Mr. Virgil White, to approve the meeting minutes from April 13, 2026. The motion passed.

Motion made by Commissioner Lance Wheeler, second by Mr. Dave Fletcher, to declare an emergency and amend the agenda to add the item of accepting the resignation of Director Monica Mason and all associated resignation documents, along with the appointment of an Interim Director. The motion passed.

New Business:

Resignation of Director Monica Mason & Appointment of an Interim Director:

- The Board of Directors held an extensive discussion recognizing Director Mason's accomplishments, positive contributions to KCEAA, and service to EMS statewide.

Motion made by Commissioner Lance Wheeler, second by Mr. Rory Isaac, to enter executive session at 12:19 p.m. The motion passed.

Executive session ended at 1:02 p.m., and Tim Morris called the meeting back to order.

Motion made by Mr. Rory Isaac, second by Mr. Dave Fletcher, to accept the resignation of Executive Director Monica Mason, along with the associated documents, and to appoint Jason Sergent as Interim Executive Director. The motion passed.

- The Board requested that a memo be sent company-wide on behalf of the KCEAA Board of Directors informing employees of the Executive Director transition.

2025 MVPs- Tim Morris:

- It was noted that the recognition of the 2025 MVPs would be moved to a future Board meeting.

Report of Committees:

Executive Committee- Tim Morris:

- No report, as the meeting scheduled for today was cancelled.

Personnel Committee- Tim Morris:

- No Report.

Budget & Finance Committee- Rory Isaac:

- Rory Isaac distributed the check register for April 2026, along with the statement of account for the West Virginia Money Market Pool.

Approval of Write-Offs- Rory Isaac:

- March 2026- \$1,184.49
- April 2026- \$735.96

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

Financial Report- John Shaheen:

- John Shaheen stated that he would report on March and April 2026. Collections for March 2026 were \$167,000 over the modified budget. He noted that the annual budget was modified to \$14,500,000. Collections for April 2026 were \$382,000 over the modified budget. Year-to-date collections are \$1,231,000 over the modified budget and \$2.848

million higher than the same period last year. Payroll expenses were \$38,000 under budget in March and \$4,200 over budget in April, resulting in year-to-date payroll expenses being \$275,000 under budget. Levy collections were \$31,000 below the same period last year in March and \$91,000 below the same period last year in April. Year-to-date levy collections are \$152,000 below the same period one year ago. It was noted that we have not had to draw down funds from the state as originally anticipated, and the bank balance has remained relatively stable.

Motion made by Mr. Lance Wheeler, second by Mr. Dave Fletcher, to accept the financial report as presented. The motion passed.

- Tim Morris recommended carrying over the remaining agenda items to a later date, as Monica Mason was scheduled to report on those items. These included the Station Project Committee Report (updates on South Charleston, St. Albans, and Marmet), a request was made to determine whether the Marmet station will still require a pump station; the Implementation Committee Report (Priority Dispatch and Tiered Response updates); and the Executive Director's Report.

Old Business:

- No old business.

Adjournment:

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

Respectfully Submitted:



Ethan Walker