

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY  
SPECIAL BOARD OF DIRECTORS MEETING MINUTES  
December 19, 2025**

A special meeting of the KCEAA Board of Directors took place at 2:30p.m. on Friday, December 19, 2025, at KCEAA Central Office located at 601 Brook Street, Charleston, WV.

**Board Members Present:**

Mr. Harry Miller	Mr. Chuck Blair(zoom)	Mr. Dave Fletcher
Mr. Scott Elliott(zoom)	Mr. Virgil White	Ms. Lillian Morris
Mr. Tim Morris(phone)	Mr. Scott Taylor(zoom)	Mr. Justin Triplett

**Board Members Absent:**

Mr. Glenn Summers	Mr. Justin Teel	Mr. Scott James
Commissioner Lance Wheeler	Mr. Rory Isaac	Ms. Heidi Edwards

**Staff/Other Present:**

Ms. Monica Mason	Ms. Jordan VanMeter	Mr. Jason Sergent
Dr. Dave Seidler	Mr. John Shaheen	Mr. Tim Susman
Commissioner Natalie Tennant(zoom)	Ms. McKenzie Wolfe(zoom)	Ms. Cindy Pauline(zoom)
WOWK ZOOM (zoom)	Ms. Savannah Young (WOWK)	Mr. Ethan Walker

**Call to Order:**

President Harry Miller called the meeting to order, which began with the Pledge of Allegiance, roll call, and a moment of silence for Treasurer Glenn Summers.

**Approval of Minutes:**

**Motion made by Mr. Virgil White, second by Mr. Dave Fletcher, to approve the meeting minutes from November 19, 2025. The motion passed.**

**New Business:**

**Salary Study- Monica Mason & Jordan VanMeter:**

- Monica Mason stated that, at the last board meeting, it was suggested to meet with the Budget & Finance/Personnel Committee regarding a salary study. After the joint meeting, the committee requested additional information and recommended a Special Executive and Special Board meeting to review the findings.
- Jordan VanMeter 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 presented a proposal recommended by the Budget & Finance/Personnel Committee, which included an 8% raise for field EMTs, a 12% raise for field Paramedics, and an 8% raise for dispatchers. Adjustments to operations supervision were also noted. The annualized rate of the current payroll was under budget by \$1 million, and the total wage increase cost of the proposed raises would be \$847,598.38, and total cost including benefits would be \$1,053,000.00.
- Harry Miller stated that the executive committee had an extended discussion regarding the salary study and made a motion to recommend to the full board an 8% raise for field EMTs,

a 12% raise for field Paramedics, and an 8% raise for dispatchers, along with adjustments to some supervision.

- Jordan VanMeter noted that EVOs were not included in the proposal and reviewed the new salaries in comparison to surrounding counties.
- Tim Morris expressed concern about the raises given the current financial situation, noting that while employees deserve raises, he felt approving them without a solution to the deficit would not be responsible.

**Motion made by Mr. Virgil White, second by Mr. Dave Fletcher, to accept the Executive Committee's recommendation of an 8% raise for field EMTs, a 12% raise for field Paramedics, an 8% raise for dispatchers, and select supervisors, effective December 28, 2025. The motion passed, with Tim Morris abstaining.**

**Huly Software- Monica Mason:**

- The board reviewed the Huly agreement. Monica Mason noted that general legal council had no concerns. Our compliance attorney will review the BAA, and an AI policy will likely be needed. Huly is an AI software that reviews EPCRs for clinical quality, compliance, documentation, and QA, scanning submitted charts within a minute and returning them for corrections if needed. An accompanying app answers employee questions regarding SOGs, policies, or protocols. Costs are \$1.70 per chart with a \$15,000 setup fee spread over three years, and, if approved, implementation could occur within 4-6 weeks. Harry Miller stated that the executive committee recommended the full board authorize administration to enter into a satisfactory agreement with Huly.

**Motion made by Mr. Dave Fletcher, second by Mr. Virgil White, to allow administration to move forward with a satisfactory agreement with Huly. The motion passed.**

**Adjournment:**

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

Respectfully submitted:



Ethan Walker