

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY  
SPECIAL EXECUTIVE COMMITTEE MEETING MINUTES  
December 19, 2025**

A special meeting of the KCEAA Executive Committee took place at 1:00p.m. on Friday, December 19, 2025, at KCEAA Central Office located at 601 Brooks Street, Charleston, WV.

**Committee Members Present:**

Mr. Harry Miller	Ms. Lillian Morris	Mr. Dave Fletcher
Mr. Tim Morris(phone)		

**Committee Members Absent:**

Mr. Glenn Summers	Commissioner Lance Wheeler	Mr. Rory Isaac
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**Staff/Other:**

Ms. Monica Mason	Ms. Jordan VanMeter	Mr. Jason Sergent
Dr. Dave Seidler	Mr. John Shaheen	Mr. Tom Susman
Mr. Chuck Blair(zoom)	Mr. Ethan Walker	

**Call to Order:**

Mr. Harry Miller called the meeting to order.

**Approval of Minutes:**

**Motion made by Mr. Dave Fletcher, second by Ms. Lillian Morris, to approve the meeting minutes from November 20, 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 committee 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.
- The committee also reviewed several financial documents, as requested at the Budget & Finance Committee meeting, to gain a better understanding of current finances.
- After an extended discussion covering the current financial status, deficit, levy share, projected revenue from switching to QMC, the new fee schedule, potential savings from the tiered response initiative, non-emergent call volume, and renegotiating with payors, the

committee recommended moving forward with a raise for field EMTs, field Paramedics, dispatchers, and select 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. Dave Fletcher, second by Ms. Lillian Morris, to recommend to the full board an 8% raise for field EMTs, 12% raise for field Paramedics, and an 8% raise for dispatchers. The motion passed, with Tim Morris abstaining.**

**Huly Software- Monica Mason:**

- The committee 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.

**Motion made by Ms. Lillian Morris, second by Mr. Dave Fletcher, to recommend to the full board 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. Dave Fletcher, second by Ms. Lillian Morris, to adjourn the meeting. The motion passed.**

Respectfully submitted:



Ethan Walker