

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY  
JOINT EXECUTIVE AND BUDGET & FINANCE COMMITTEE MEETING MINUTES  
March 4, 2025**

A joint meeting of the KCEAA Executive and Budget & Finance Committee took place at 1:00p.m on Tuesday, March 4, 2025, at KCEAA Central Office located at 601 Brooks Street, Charleston, WV.

**Committee Members:**

Mr. Harry Miller	Mr. Glenn Summers	Mr. Dave Fletcher
Mr. Rory Isaac	Mr. Tim Morris	

**Staff/Other:**

Ms. Monica Mason	Mr. Jack Linville	Ms. Jordan VanMeter
Dr. Dave Seidler	Mr. John Shaheen	Mr. Tom Susman
Ms. Carrie Dysart	Ms. Brenda Alford (zoom)	Mr. Ethan Walker
Ms. Ashley Perham- Charleston Gazette (zoom)		

**Call to Order:**

Mr. Harry Miller called the meeting to order.

**Motion made by Mr. Tim Morris, second by Mr. Rory Isaac to thank Director Mason for personally providing lunch.**

**Approval of Minutes:**

**Motion made by Mr. Tim Morris, second by Mr. Dave Fletcher, to approve the meeting minutes from the Joint Executive/ Personnel Committee meeting on January 22, 2025, and the meeting minutes from the Budget & Finance Committee meeting on June 17, 2024. The motion passed.**

**New Business:**

**Employee Benefits:**

- **PEIA** – Monica Mason began by stating that at the last Board meeting, KCEAA administration was asked to present options for employee insurance in response to PEIA's premium increase of 16% and deductible increase of 40%, which take effect on July 1, 2025. She then turned the floor over to Jordan VanMeter to review the options provided in the Committee members' packets.
- Jordan VanMeter outlined three options:
  - **Option 1:** Maintain all plans as they currently are, resulting in a potential cost increase of \$396,350.08.
  - **Option 2:** Adjust Plan A by increasing the employee copay to 80/20 while keeping Plan C unchanged, leading to a potential increase of \$220,170.16.
  - **Option 3:** Subsidize only Plan C, aligning with what other county agencies are doing. Under this option, KCEAA would no longer subsidize any other plans and would fully cover deductible amounts for employee's elected plans as HSA contributions. If all currently enrolled employees moved to Plan C, the estimated cost increase would be \$159,421.52.

- After an extended discussion the committee recommended to the full Board to subsidize only Plan C, increase the employee contribution by 16% to match PEIA's premium increase, and cover the full deductible on the HSA card. It was noted that once the final numbers from PEIA are received, if the premium increase is less than 16%, the employee contribution increase will match that amount, but if it exceeds 16%, the employee contribution will still be capped at a 16% increase.

**Motion made by Mr. Rory Isaac, second by Mr. Dave Fletcher to recommend to the full Board to subsidize only plan C, increase the employee contribution by 16% and to cover the full deductible on the HSA card. The motion passed. Tim Morris abstained.**

#### **Monthly Board Meetings:**

- Glenn Summers suggested holding monthly full Board meetings to keep the Board informed due to ongoing changes at KCEAA. Dave Fletcher noted that the bylaws state meetings are to be held on Fridays, and Carrie Dysart stated she would need to confirm. Monica Mason added that at the last Board meeting, a vote was taken to move regular Board meetings to Thursdays.

**Motion made by Mr. Rory Isaac, second by Mr. Tim Morris to recommend to the full Board to remove "Fridays" from the bylaws. The motion passed. Dave Fletcher opposed, and Glenn Summers abstained.**

**Motion made by Mr. Glenn Summers, second by Mr. Rory Isaac to recommend to the full Board monthly Executive and full Board meetings. The motion passed.**

#### **RFI:**

- Carrie Dysart opened the conversation by reviewing PWW's affiliation with the RFI/RFP process, stating that one company that submitted an RFI has a financial interest in PWW and that there may be other companies with ties to PWW that also submitted an RFI. Rory Isaac noted that while the proposals reviewed do not indicate a direct financial interest in PWW, some companies appear to use PWW as a partner, and he suggested confirming this.
- Carrie stated that multiple conversations were held with PWW, and they were explicitly told not to submit an RFI. However, EMSMC still submitted one at the last minute. It was noted that their submission was not considered and will not be considered. She recommended that the Committee and Board sever ties with PWW, stating that they may not have been entirely transparent with KCEAA and should not be used in a consulting capacity for the RFI/RFP process.
- Rory Isaac stated that Matt Z had been upfront about the affiliation between PWW and EMSMC and felt it was fair to say that the connection had been disclosed. Glenn Summers added that he believed the entire report was unreliable, and Dave Fletcher agreed. However, the rest of the committee did not agree that the report was completely invalid. Carrie Dysart then stated that, regardless of intent, there is a clear appearance of impropriety.
- Dave Fletcher expressed concerns about not being present at the Implementation Committee meetings and suggested that those meetings should be publicly noticed. Harry Miller responded that all are welcome to attend. Carrie Dysart noted that she had previously advised that the meetings did not require public notice.

- Harry Miller stated that a decision needs to be made on whether to issue the RFP. Carrie Dysart requested clear direction from the Committee and Board on how to proceed with the RFP given PWW's involvement. She emphasized the importance of reviewing the entire report to ensure confidence in its content, particularly regarding the outsourcing of billing.
- Harry Miller stated that when drafting the RFP, it should explicitly require disclosure of any financial interest with PWW. John Shaheen noted that a draft RFP from PWW is already available and suggested revising it rather than starting from scratch to ensure all necessary questions are addressed. The Committee agreed.
- It was decided to hold an Implementation Committee meeting to address any questions that need to be included in the RFP.
- Monica Mason stated that, for the record, she would like it documented that KCEAA is permitted to follow the scope of work created by PWW, and they will be involved in the RFP process up until the review of the submitted RFPs- no objections. Harry Miller added that the RFP will be reviewed by the Implementation Committee, Executive Committee, and the Full Board prior to it being sent out. It was noted that these reviews/ approvals could take place in special meetings if needed, which could be held via Zoom.

**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