

KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY

BOARD OF DIRECTORS MEETING

AGENDA 3.27.25

Item of Business	Documents	Action Required	Members Notes
I. Call to Order Pledge of Allegiance			President Harry Miller
II. Approval of Minutes	March 4, 2025	Approval	
III. Report of Committee			
A. Executive Committee Report			Report by Harry Miller
1. Employee Benefits Support	To be Distributed	Discussion/ Approval	Report by Monica Mason & Jordan VanMeter
2. Discussion Regarding RFP for EMS Medical Billing, Collections, and Revenue Cycle Management Services	To be Distributed	Discussion/ Approval	Report Monica Mason, John Shaheen & Carrie Dysart
3. Records Retention Policy	To be Distributed	Discussion/ Approval	Report by Monica Mason
4. Cybersecurity Policy	To be Distributed	Discussion/ Approval	Report by Monica Mason
5. Auto Pulse Worry Free Warranty Extension		Discussion/ Approval	Report by Monica Mason & Jason Wilson
6. EMS Week/ Service Awards		Discussion/Approval	Report by Monica Mason
B. Personnel Committee Report			Report by Harry Miller
C. Budget & Finance Committee Report			Report by Glenn Summers
1. Approval of Write-offs	To be Distributed	Approval	Report by Glenn Summers
2. Financial Report	To be Distributed	Update/Approval	Report by John Shaheen
D. Station Project Committee Report			Report by Tim Morris
E. Implementation Committee			Report by Harry Miller
IV. Executive Directors Report	To be Distributed	Update	Report by Monica Mason
V. Old Business			
VI. New Business			
VII. Adjournment			