Beckham County District EMS Ambulance Board Meeting
Beckham County Commissioners Office
104 South 3rd, Room 101
Sayre, OK 73662
October 7th, 2015

**Minutes**

Attendance:

Purcy Walker, Chairman, Joe Gordon, Jheri Bond, Donna Sanders, Hubert Pipkin, Julie Swaner

Guest: Pat Williams, Billy Word and Billy Sizemore w/ Elk City Fire Department/EMS, Johnny Red w/ Sinor EMS, Kevin Lowder w/ Erick EMS, Jana Harris w/ SWODA, Lee Littrell, City Manager Elk City, Tom Ivester, Attorney and Rick Shelton, Elk City – City Commissioner

The regular meeting of the Beckham County EMS Board was held October 7th, 2015, at 1:00 p.m. at the Beckham County Courthouse, Room 101.

The meeting was called to order by Chairman Purcy Walker. Roll call/sign-in was completed by those attending.

The minutes of the September 24th, 2015 meeting were read and approved. Motion to approve was made by Joe Gordon, seconded by Donna Sanders, Board voted all aye, nay none.

The first item of discussion was to retain Tom Ivester as attorney for the Beckham County EMS District Board. Motion to approve was made by Joe Gordon, seconded by Hubert Pipkin, Board voted all aye, nay none.

The second item of discussion was to approve SWODA printing the EMS District boundary maps. Motion to approve was made by Donna Sanders, seconded by Jheri Bond, Board voted all aye, nay none.

The third item was discussion of depository bank. Janette Cornelius, County Treasurer stated that the county has money in Interbank and First National Bank & Trust both Sayre branches. The largest amount of the monies that will come in to the EMS District will be the end of December, first part of January, end of January and first part of February. We should have at least half of the advalorem tax for the EMS district by January 1st, 2016. This item is tabled until the October 22nd meeting.

Item eight was an update on the EIN# (Federal Tax #) and it has been applied for and accepted. A copy of the letter from the IRS is on file in the County Commissioners office.

Item five was discussion of payment for invoices that have been submitted for approval from newspapers for publications, inked stamps for documents, file cabinet, insurance bonds for board members, preparation of Estimate of Needs, file jackets and monthly calendar book. Motion to approve payments to vendors was approved by Hubert Pipkin, seconded by Donna Sanders, Board voted all aye, nay none.

Item four was discussion of legal entity names for the ambulance providers. Erick ambulance under the City of Erick, Oklahoma, Elk City Fire Department/EMS under the City of Elk City, Oklahoma and Sinor Emergency Medical Services, Inc. (SEMS)

Item nine was discussion of the by-laws. There was an addition suggested for the by-laws to state that there be an independent audit of the District financial statements, conducted by a certified public accountant and shall be performed annually. This item was table until the October 22nd meeting for final approval of the by-laws with this addition. Motion to table this item until the October 22nd meeting was made by Hubert Pipkin, seconded by Jheri Bond, Board voted all aye, nay none.

Item three was to discuss the contracts between the EMS District Board and the Ambulance providers within the Beckham County EMS District. Tom Ivester went through all the contracts line by line and there were several suggestions for changes to the contracts and that Mr Ivester would rework the contracts to fit the needs of the ambulance provider individually and bring the updated contracts to the meeting on October 22nd.

Item ten was discussion of Mutual Aid agreement between the Ambulance providers within the Beckham County EMS District. Discussion was to possibly have each ambulance provider in the EMS

District have a mutual aid agreement with each other. Mr. Ivester will be addressing this issue at the October 22nd meeting.

There was no Old Business or New Business

Motion was made by Joe Gordon to adjourn seconded by Jheri Bond, board voted all aye, nay none

Purcy W. Walker — 10-22-15

Purcy Walker, Chairman — Date

Julie Swaner — 10/22/15

Julie Swaner, Admin Clerk — Date