

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY
HEALTH & WELLNESS CLINIC BOARD OF DIRECTORS MEETING MINUTES
April 24, 2025**

A meeting of the KCEAA Health & Wellness Clinic Board of Directors took place at 10:00a.m on Thursday, April 24, 2025, at KCEAA Central Office located at 601 Brooks Street, Charleston, WV.

Board Members:

Mr. Harry Miller	Ms. Gail Pitchford	Ms. Lillian Morris(zoom)
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Staff:

Ms. Monica Mason	Dr. Dave Seidler	Ms. Jordan VanMeter
Mr. Jason Wilson	Mr. John Shaheen(zoom)	Mr. Matt Vance
Mr. Ethan Walker		

Call to Order:

Mr. Harry Miller called the meeting to order.

Approval of Minutes:

Motion made by Ms. Gail Pitchford, second by Ms. Lillian Morris, to approve the meeting minutes from March 27, 2025, with a correction to a typo on page 2, changing “tear-to-date” to “year-to-date.” The motion passed.

New Business:

Dr. Turley Retiring- Monica Mason:

- Monica Mason started the discussion by stating that Dr. Turley will be retiring from the clinic at the end of June. She mentioned that she and Dr. Seidler have been working with the clinic to determine how to move forward. Monica thanked Dr. John Turley for his service. She explained that they are looking at expanding Lindsay’s schedule by an additional day per week, and that PRN-NP Kellie Teel would pick up Dr. Turley’s other day for the time being. Monica added that this transition has also provided an opportunity to review the clinic’s volume, trends, and any processes that may need to be updated. She noted that the clinic will not require additional physician oversight, as Dr. Dave Seidler currently serves in that role.
- Dave Seidler stated that there needs to be a discussion about the identity of the clinic. He emphasized that the focus should be more on episodic care rather than chronic care management. He reviewed the expenses involved in chronic care management and the challenges of doing it correctly. He stated that he feels we are not positioned well to provide this type of care. He also noted that we have not done a great job marketing ourselves for episodic care, even though we are a great resource for when a patient's primary care provider is unavailable. He added that we do an excellent job with workers' compensation cases and feels that program could be expanded.
- Monica Mason stated that when the clinic expanded upstairs, Dr. Turley had a strong interest in both primary and episodic care. She explained that during the move, the clinic expanded both its hours and services to include primary care. Monica noted that this expansion has brought challenges, including issues related to insurance credentialing for some providers and the clinic as a whole.

- Monica Mason stated that Lindsay has a passion for wellness, workers' compensation cases, and episodic care, and suggested that this may be an appropriate time to revisit and remodel the clinic's vision for the services it provides.
- Gail Pitchford asked how this would affect those who are currently using the clinic for chronic care. Dave Seidler stated that they would likely continue providing care for existing patients, except for those with Medicare.
- Monica Mason stated that legal is currently reviewing and updating all compliance matters and that an update will be provided soon. She also mentioned that legal is reviewing the Certificate of Need (CON), noting that the airport would like to join the clinic for workers' compensation cases. Monica stated that this is a good opportunity to explore that option and noted that the clinic already provides similar services for the Sheriff's Department. She clarified that the clinic would continue seeing existing chronic care patients but, in the future, may not accept new chronic care patients. Dave Seidler added that they would likely recommend that all chronic care patients establish care with other providers.
- Dave Seidler stated that the clinic can continue focusing on episodic care, workers' compensation cases, and expanding its emphasis on wellness, noting that the wellness program is a great benefit for employees. Monica Mason added that Lindsay is passionate about wellness and suggested doing more health assessments by visiting employees directly. It was noted that this practice had decreased as the clinic became more involved in providing primary care. Harry Miller agreed, stating that the clinic should focus on the areas it does well.
- Lillian Morris asked if, with changes in insurance coverage, the clinic anticipates needing to provide different services. Monica Mason responded that KCEAA and the Commission have both transitioned to Plan C. She reviewed how AssuredPartners markets the clinic and stated that it is easy to update the information AssuredPartners shares. Monica explained that, from KCEAA's perspective, with a younger workforce, the focus can remain on wellness rather than primary care. Lillian Morris then expressed concern that employees might assume they can use the clinic as a primary care provider, which is not necessarily the clinic's intended vision.
- Monica Mason reviewed that the workers' compensation report will be brought to the next meeting for review.

Old Business:

Clinic Volume- Monica Mason:

- Monica Mason reviewed the clinic's volume for the first 16 weeks of 2024 versus 2025. In 2024, the clinic saw 415 patients, and in 2025, the clinic saw 403 patients, noting a comparable volume. Dave Seidler added that this is not enough patients. Gail Pitchford asked if there is a target number, and Dave Seidler specified it is not enough for providers, who prefer to be busier. It was suggested to send out a survey to employees to understand why they don't utilize the clinic and to gather suggestions for improvement. Monica Mason stated that the clinic used to have a lot of walk-ins, but during COVID they stopped this practice. She noted that they can now start loosening that restriction. Dave Seidler added that he feels all visits should be walk-ins.

Elevator RFP Update- Jason Wilson:

- Jason Wilson began the discussion by stating that we have been searching for the original RFP but have been unable to locate it. He noted that the original RFP appeared to be written more for a chair lift than an elevator, and therefore, a completely new RFP will need to be written. He added that this will delay the process. Harry Miller commented that it may be best to start fresh. Gail Pitchford shared from her experience that replacing an elevator can be very expensive. Dave Seidler stated that patients can be seen on the first floor as needed. It was noted to be compliant with ADA requirements, the clinic is required to have an elevator. Gail Pitchford suggested using AI to help draft the new RFP.

Budget & Finance:**Financial Report- John Shaheen:**

- Gross income for February 2025 was \$30,921, which is very close to the budgeted amount and approximately \$8,700 less than the same period last year. Payroll for February 2025 was approximately \$20,000, which is \$7,500 under the payroll budget and about \$3,500 less than the same period a year ago.

Motion made by Ms. Gail Pitchford, second by Ms. Lillian Morris to approve the financial report as presented. The motion passed.

- Gail Pitchford asked if the clinic board has bylaws. Harry Miller responded that he does not believe so, but stated that the board does have a charter. Monica Mason stated the clinic does have separate bylaws and she will provide a copy to Gail Pitchford.

Adjournment:

There being no further business, a motion was made by Ms. Gail Pitchford, second by Ms. Lillian Morris to adjourn the meeting. The motion passed.

Submitted by:



Ethan Walker