

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY  
IMPLEMENTATION COMMITTEE MEETING MINUTES  
May 16, 2025**

A meeting of the KCEAA Implementation Committee took place at 10:00a.m on Friday, May 16, 2025, at KCEAA Central Office located at 601 Brooks Street, Charleston, West Virginia.

**Committee Members:**

|                    |                       |                |
|--------------------|-----------------------|----------------|
| Mr. Harry Miller   | Mr. Glenn Summers     | Mr. Tim Morris |
| Ms. Lillian Morris | Mr. Rory Isaac (zoom) |                |

**Staff/Other:**

|                        |                            |                             |
|------------------------|----------------------------|-----------------------------|
| Ms. Monica Mason       | Dr. Dave Seidler           | Ms. Jordan VanMeter         |
| Mr. Jason Wilson       | Mr. John Shaheen           | Mr. Jeremy Young            |
| Ms. Carrie Dysart      | Mr. Brock Malcolm (zoom)   | Ms. Ashley Perham (Gazette) |
| Ms. Sarah Davis (WOWK) | Mr. Blake DeJarnatt (WOWK) |                             |

**Call to Order:**

Mr. Harry Miller called the meeting to order.

**Approval of Minutes:**

**Motion made by Mr. Glenn Summers, second by Ms. Lillian Morris to approve the Implementation Committee meeting minutes from May 5, 2025. The motion passed.**

**New Business:**

**Opening of Submitted RFPs- Billing Services/ Revenue Cycle Management:**

- Harry Miller stated that we will be opening the submitted RFPs for billing services and revenue cycle management. He clarified that this will not be a review or discussion session, we will simply be publicly opening the RFPs and noting who has made a submission.
- Monica Mason added that a review committee is established, consisting of Harry Miller, Glenn Summers, Tim Morris, Lillian Morris, and Rory Isaac. She noted that Jordan VanMeter will open the submitted RFPs and announce the bidders and the contents of their submissions.
- Jordan VanMeter opened the submitted RFPs:
  - QMC (Quick Med Claims)- Paper submission only.
  - Jan-Care Diversified- Paper & USB submission.
  - GoldenHour (A ZOLL Company)- Paper & USB submission.
  - Medical Claims Assistance, Inc- Paper & USB submission.
  - Medicount Management, Inc- Paper & USB submission.
  - RescueMed Financial, LLC- Paper & USB submission.
  - Digitech- Paper & USB submission.
- Harry Miller stated that all of the submitted RFPs had been received and opened by Jordan VanMeter. He added that the RFPs will next be reviewed by our attorney to ensure they meet the requirements outlined in the original request. Once that is complete, they will be turned over to the review committee for scoring and final determination.

### **Old Business:**

#### **Update Regarding The Tiered Response and Priority Dispatch Recommendation:**

- Monica Mason stated that the work group has been busy. She shared that they met twice last week and that another meeting is scheduled for Monday. Monica and Dave are hopeful that by the end of the day Monday, all of the APCO cards will have gone through an initial review. Once that is complete, Metro will take the cards back to make any necessary edits or changes, and then provide a revised draft to the work group. The group will continue working from that version. She noted that the APCO cards are being customized for Kanawha County to support tiered response and priority dispatch. The group is approximately 75% through the first pass.
- Monica Mason emphasized that it has been a great collaboration between KCEAA and Metro.
- Dave Seidler stated that every existing card has been reviewed and modified. He noted that a tiered response had not previously been built in, so they have now developed tiered responses for approximately two-thirds of the cards. He mentioned that it was the result of two long days of work and acknowledged that Director Mike Rutherford was present throughout the process and was very helpful. Dave added that he is pleased with the progress and likes what he is seeing so far.
- Monica Mason stated that our clinical and response data has been sent to PWW for an updated analysis. She explained that this will provide a fresh, external perspective beyond our original assessment, which included data from the first half of 2024 and all of 2023. She noted that new WVOEMS protocols have been introduced since then, significantly expanding the scope of care for EMTs and paramedics. Given these changes, she emphasized the importance of closely examining the clinical data, as it will help shape KCEAA's future response model.
- Monica Mason added that our internal team will be working with PWW and Dr. Seidler once the updated analysis is received. Monica also mentioned that messaging about the tiered response process is being shared with employees and that she hopes to hold town hall-style meetings in mid-June to review and discuss the tiered response and priority dispatch initiative.
- Monica Mason stated that Ethan will be emailing all committee members to confirm their preferred method of receiving the RFPs. She also reviewed the upcoming board meeting scheduled for May 22<sup>nd</sup>, as well as the RFP review and scoring meetings set for June 3-6.

### **Adjournment:**

**There being no further business, a motion was made by Mr. Glenn Summers, second by Ms. Lillian Morris, to adjourn the meeting. The motion passed.**

Respectfully submitted:



Ethan Walker