

Upper Scioto Valley Ambulance District Board Meeting

Minutes for the March 26th, 2026 Meeting held in Alger, Ohio. Presented on April 23rd, 2026 for approval.

**MEETING CALL TO ORDER:** President Brice Beaman called the meeting to order at 6:00 PM.

**ROLL CALL:** Board Members, Heather Bushong, James Summa, Shane Hites, Crosby Manchester, and Brice Beaman

**OTHER OFFICIALS PRESENT:** Fiscal Officer Travis Waller, Ambulance Chief Andrea Helton, Attorney John Neville

**OTHERS PRESENT:** Jason Helton, James Collins, Maria Ross, Jessica Dunifon, Janet Conrad, Chris Monnin, & Jason Fleming

**Motion to approve the February 26th, 2026 minutes presented on March 26th, 2026**

Motion to approve: Crosby Manchester                      2<sup>nd</sup> : Heather Bushong

Roll Call - all in favor

Motion passed

**APPROVAL OF FINANCIAL REPORTS:**

Motion to approve: Heather Bushong                      2<sup>nd</sup> : Shane Hites

Roll Call - all in favor

Motion passed.

**APPROVAL OF PURCHASE ORDERS 42-2026 to 70-2026 - Total \$61,254.66:**

Motion to approve: Shane Hites                              2<sup>nd</sup> : Crosby Manchester

Roll Call - all in favor

Motion passed.

**APPROVAL TO PAY BILLS:**

Motion to approve: Crosby Manchester                      2<sup>nd</sup> : Heather Bushong

Roll Call - all in favor

Motion passed.

**APPROVAL OF MEDICAL SUPPLY ORDER - \$829.59**

Motion to approve: Heather Bushong                      2<sup>nd</sup> : Shane Hites

Roll Call - all in favor

Motion passed.

Upper Scioto Valley Ambulance District Board Meeting  
Minutes for the March 26th, 2026 Meeting held in Alger, Ohio, Presented on April 23rd, 2026

**NOTES FROM THE CLERK**

The annual financial report with notes were submitted through the Hinkle system. We received the first half of the tax money for the year - \$330,581.66 from property tax, \$271,455.86 from wind & solar, total receipt of \$602,037.50. \$300,000 was put into the STAR Ohio account and the rest was put into Middlefield. We need to close the Quest Federal Credit Union since we are not supposed to have funds in a federal credit union per our last audit. Any insurance payments that are submitted to that account would bounce back and the insurance company would send us a check instead. We also need to remove Paul Osborne from the Middlefield accounts and add Brice Beaman. Final Appropriations need approved to send to the county auditor's office.

**Motion to close the Quest Federal Credit Union Accounts:**

Motion to approve: Crosby Manchester                      2<sup>nd</sup> : Shane Hites

Roll Call - all in favor

Motion passed.

**Motion to remove Paul Osborne from Middlefield Banking Co. accounts and add Brice Beaman to the Middlefield Banking Co. accounts:**

Motion to approve: Heather Bushong                      2<sup>nd</sup> : Brice Beaman

Roll Call - all in favor

Motion passed.

**Motion to approve final appropriations:**

Motion to approve: Shane Hites                              2<sup>nd</sup> : Heather Bushong

Roll Call - all in favor

Motion passed.

**Notes from the Chief:**

Robin LaRue is requesting us to sponsor her to go to EMS World Expo. A training will be scheduled to bring back some knowledge from the EMS World Expo. Jessica Dunifon, one of our full timers, will be out for medical reasons. Also Scott Boecker, one of our part-timers, is out with a broken finger. Chief Helton is looking to hire a full time person to keep things covered. Noah Harris passed his AEMT classes and is now AEMT certified.

**Motion to pay the requested \$1,000.85 for Robin LaRue to go to EMS World Expo:**

Motion to approve: Heather Bushong                      2<sup>nd</sup> : Crosby Manchester

Roll Call - all in favor

Motion passed.



Upper Scioto Valley Ambulance District Board Meeting  
Minutes for the March 26th, 2026 Meeting held in Alger, Ohio, Presented on April 23rd, 2026

**Motion to adjourn:**

Motion to approve: Heather Bushong                      2<sup>nd</sup> : James Summa

Roll Call - all in favor

Motion passed.

---

---

---

---

---

---

---