

Upper Scioto Valley Ambulance District Board Meeting

Minutes for the April 23rd, 2026 Meeting held in Alger, Ohio. Presented on May 28th, 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 - absent, Crosby Manchester, and Brice Beaman

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

OTHERS PRESENT: Jason Helton, Maria Ross, Jessica Dunifon, Janet Conrad, and Noah Harris

Motion to approve the March 26th, 2026 minutes presented on April 23rd, 2026

Motion to approve: Heather Bushong 2nd : Crosby Manchester

Roll Call - all in favor

Motion passed

APPROVAL OF FINANCIAL REPORTS:

Motion to approve: Crosby Manchester 2nd : Heather Bushong

Roll Call - all in favor

Motion passed.

APPROVAL OF PURCHASE ORDERS 71-2026 to 92-2026 - Total \$29,390.98:

Motion to approve: Crosby Manchester 2nd : Heather Bushong

Roll Call - all in favor

Motion passed.

APPROVAL TO PAY BILLS:

Motion to approve: James Summa 2nd : Crosby Manchester

Roll Call - all in favor

Motion passed.

APPROVAL OF MEDICAL SUPPLY ORDER - \$829.59

Motion to approve: Heather Bushong 2nd : James Summa

Roll Call - all in favor

Motion passed.

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Motion to no longer require approval of medical supply order

Motion to approve: Heather Bushong 2nd : James Summa

Roll Call - all in favor

Motion passed.

NOTES FROM THE CLERK

It was noted that when the appropriations were approved, the builders risk insurance was thought to be included in the original premium. It was later discovered that the builders risk would be separate. We need to take \$8,000 from capital outlay and put it to insurance expense to cover the builder risk insurance.

Motion to put \$8,000 into the insurance expense appropriation account from capital outlay to cover expenses

Motion to approve: Heather Bushong 2nd : Crosby Manchester

Roll Call - all in favor

Motion passed.

Notes from the Chief:

Lima Memorial came up with new protocols from the medical director. Heather Heilman and Daniel Parisot both passed their AEMT classes and are now certified AEMTs. Jessica Dunifon is looking to go to Apollo to get her AEMT. The cost for classes will be \$2,500. She would have to continue employment with the department for at least two years or reimburse the department for the schooling expenses. Chief Helton applied for a new DEA license. Both trucks will be going to Leonard's automotive for maintenance. Various grants were applied for to help with the cost of certain items in the new building.

Motion to pay \$2,500 plus mileage reimbursement for Jessica Dunifon to take AEMT classes at Apollo:

Motion to approve: Heather Bushong 2nd : Crosby Manchester

Roll Call - all in favor

Motion passed.

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Motion to use Zeibart to apply a clearcoat at \$249.99 and undercoat for \$599.99:

Motion to approve: Shane Hites 2nd : James Summa

Roll Call - all in favor

Motion passed.

It was discussed that the walnut tree behind the Alger station needs trimmed. Will need to talk to Kurt Lawrence about trimming.

Motion to adjourn:

Motion to approve: Crosby Manchester 2nd : Heather Bushong

Roll Call - all in favor

Motion passed.
