

**WESTERN PAYNE COUNTY AMBULANCE TRUST AUTHORITY BOARD  
SPECIAL MEETING  
Stillwater Medical Center Honska Conference Center  
1323 W. Sixth Street  
Stillwater, Oklahoma**

**June 21, 2010  
5:00 p.m.**

**Present:** Gary Clark, Rex Horning, Rick Jarvis, Bill Sasser and Jerry Moeller

**Others:** Steve Athey, Silas Allen (NewsPress) and Susan Taylor

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**CALL MEETING TO ORDER**

Jerry Moeller, Chairman of the Western Payne County Ambulance Trust Authority (WPCATA) Board, called the meeting to order at 5:06 p.m.

**APPROVAL OF MINUTES OF APRIL 14, 2010 MEETING**

Copies of the minutes of the April 14, 2010 meeting of the WPCATA were distributed and reviewed. Clark moved the Board approve the minutes as submitted. Jarvis seconded the motion, and Horning, Jarvis, Sasser, Clark and Moeller voted in favor of the motion.

**OPENING OF PROPOSAL PACKETS**

Moeller and Athey opened the boxes containing the proposal packets, and told the group that the proposals would be distributed at the conclusion of today's meeting. Proposals were received from EMSA, Life EMS, LifeNet, Inc. and American Medical Response.

Horning asked if Moeller and Athey felt that the process went as planned. Moeller replied that it did, and that he was happy with the fact that 4 proposals from qualified companies had been received. 17 RFPs were mailed out from our office. Athey reminded the group that some high standards had been set, and this may have intimidated some companies from responding.

**DISCUSSION REGARDING SCORING METHODOLOGY**

Athey distributed a scoring sheet and discussed the manner in which the proposals should be scored, and the weight (points) that should be given for each area of the proposals. Board members discussed the scoring sheet and everyone expressed understanding of the same.

**DECISION REGARDING ORAL PRESENTATIONS**

Athey told Board members that it was up to them to make a decision regarding oral presentations. As he saw it, there were 3 choices: (1) no oral presentations; (2) proceed as outlined in the RFP, with oral presentations to be given on June

30<sup>th</sup> by the companies so notified on June 29<sup>th</sup>; or (3) hold a special meeting on June 29<sup>th</sup> and at that time, decide which of the companies the group is most interested in hearing from in regard to an oral presentation.

The WPCATA Board discussed this, and it was the general consensus that on June 29<sup>th</sup>, a decision would be reached as to which company or companies would be invited to make oral presentations on July 19<sup>th</sup> at 3:00 p.m. That company (or companies) will be notified of our decision on June 30<sup>th</sup>.

Clark questioned Moeller about checking references for these ambulance providers that had submitted proposals. Moeller stated that he had been checking references already, but a more thorough reference check can be done after our final selection is made.

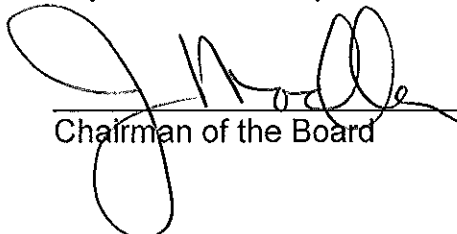
Athey reminded WPCATA Board members that all information included in the proposals is highly confidential.

The proposals were then distributed to the Board members.

**ADJOURN**

There being no further business, Horning moved the meeting be adjourned. Clark seconded the motion, and Moeller, Jarvis, Clark, Sasser and Horning voted in favor of the motion. The meeting was adjourned at 5:36 p.m.

  
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Secretary/Treasurer of the Board

  
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Chairman of the Board