

## **BOARD OF DIRECTORS**

### **KLICKITAT COUNTY EMERGENCY MEDICAL SERVICES DISTRICT NO. 1**

January 28, 2021 – 3:00 p.m.

---

## **REGULAR MEETING MINUTES**

---

A regular meeting of the Klickitat County Emergency Medical Services District No. 1 (KCEMSD1) Board of Directors was held on Thursday, January 28, 2021 at 3:00 pm via virtual attendance on the Zoom Meeting app. Charles Virts was the presiding officer. A quorum was present including: Director Tony Gilmer and Director Robb Kimmes. All Directors noted they were able to hear and be heard over Zoom conferencing. Director Norma Furlong was absent.

Also, present: Erika Cooper, EMS Dist. 1 Finance Administrator; William Harryman, Chief of EMS Operations, Nate Herbeck and Suzanne Gilmer, KCEMSD1, Jake Anderson, County Commissioner, and Heiko Stopsack.

### **CALL TO ORDER**

Director Virts called the meeting to order at 3:05 pm.

### **APPROVAL OF AGENDA & CONFLICT OF INTEREST DISCLOSURE**

Director Gilmer made a motion to approve the Agenda. The motion was seconded by Director Kimmes. The motion carried unanimously.

Director Virts continued by requesting disclosure from the Directors of any conflict of interest with items on the agenda. All Directors present noted that they had no conflict of interest.

### **BUSINESS FROM AUDIENCE**

None noted.

### **CORRESPONDENCE**

Heiko Stopsack letter of interest in joining the Board of Directors.

### **CONSENT AGENDA ITEMS**

Director Gilmer moved to approve the Regular Meeting Minutes from December 17, 2020 for this month. Also, to approve; December Accounts Payable in the amount of \$253,013.16, Electronic Transfers in the amount of \$97,725.53 Bad Debt in the amount of \$5,578.15 and Charity Care in the amount of \$1,762.80. The motion was seconded by Director Kimmes. The motion carried unanimously.

KCEMSD1  
January 28, 2021  
Regular Meeting

## CONTINUING BUSINESS

- **KCIFA Report** – KCIFA has not held a meeting since February due to the priority needs of addressing Covid-19 issues. No update currently.
- **Union Local Report** – Nothing to report.
- **Strategic Planning Update** – There is currently no update.
- **Open Board Position (Heiko Stopsack appointment)** – Heiko Stopsack attended beginning of Board Meeting for introductions and to get a feel for the District. He will think about joining our Board over the weekend and get back to us.
- **Open Board Position (Leslie Hiebert appointment)** – Director Kimmes will forward letter to Leslie Hiebert. The Board of Directors will discuss at their next Board meeting, they meet one week prior to the District. Director Kimmes will stay onboard until position is filled.
- **Life Flight Ground Transport agreement** – Chief Harryman stated there were some questions regarding the legality but there are no worries there. Life Flight contracts are quite common. The District has done two transports so far and it is going smoothly.
- **Memorandum of Understanding request from Union** – Chief Harryman's solution is two-part, first increase Nate's wage 3%, which is the equivalent of \$0.33/extra an hour \$1100 over a year. Second, to provide Nate three hours a week off duty time to deal with his premium duties, track time for time spent outside of work. Director Gilmer stated the District needs to track others and talk about the potential for raising others' pay in preparation for negotiations.
- **Extra Staffing Compensation** – Chief Harryman proposed guidelines for transfer pay indicating employees could work 12 hours portal to portal for transfers and receive a stipend if they live within 60 minutes of the two hospitals. The employees will receive 2 hours pay if the calls get cancelled. At times when there is a second request of transfer or no one is scheduled time spent on transfer or back fill will be paid at double time. Employees will sign up by contacting Suzie for a 12-hour shift.

## NEW BUSINESS

- **Policy/Form Review** – Director Gilmer to send revisions to Erika. Need to clarify who is responsible within the policies by specifying a person and send to legal after revised for review. Board will review after legal has had adequate time to review.

KCEMSD1  
January 28, 2021  
Regular Meeting

## **ADMINISTRATIVE REPORTS**

### **Chief of EMS Operations Report**

Agency renewal: Chief Harryman stated the District received the Agency Renewal from DOH which is good for two years.

COVID-19: Many employees have received their second dose of the vaccine. KCEMS is participating in the vaccination clinic held at the Klickitat County fairgrounds to provide emergency treatment for those experiencing an anaphylactic reaction.

Ambulance Update: The District received the ambulance it is awaiting radios and decals.

Staffing: Victoria Keith is in full rotation and Wally Walsborn will be in full rotation in February.

Two per diem paramedics have completed their orientation and are available for coverage.

Hoping to have Josh Weston, a per diem Paramedic, fill the last remaining full-time position by March.

### **Vehicle Report**

The vehicle report was provided. Discussion followed.

### **Data/Run Report**

The data/run report was provided. Discussion followed. Director Gilmer wants the call type (lift assist, transport, etc.) listed by station with a percentage so we can track better. WEMESIS will be in effect and take over ledger spreadsheet. Chief Harryman and Nate will go to training. The District will be using the ledger for a year to ensure accuracy.

### **Financial Report**

Erika reviewed the December 2020 financials.

### **Bond Committee**

Director Gilmer is just beginning to explore opportunities, next step is to contact Greg Gallagher at Klickitat County.

## **COMMITTEE REPORTS**

### **Grant Committee (Gilmer)**

Nothing to report currently.

### **Good of the Order**

Director Virts stated he received an email from Director Furlong stating her schedule may make it so she will have to resign her position with the Board. The District needs to start exploring other potential Board members.

### **Executive Session**

None noted.

KCEMSD1  
January 28, 2021  
Regular Meeting

**Future Meeting Dates**

The next regular meeting will be February 25, 2021 at 3:00pm Via Zoom conference call.

**ADJOURNMENT**

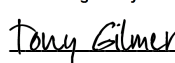
There being no further business to come before the Board of Directors, Director Kimmes moved that the meeting be adjourned at 4:30 pm. Director Gilmer seconded the motion. The motion carried unanimously.

DocuSigned by:



77936AC00D68429  
Chair of the Board of Directors

DocuSigned by:



37EAB41322BF4D6  
Director of the Board of Directors