

## **BOARD OF DIRECTORS**

### **Klickitat County Emergency Medical Services District No. 1**

May 26, 2022 – 3:00 p.m.

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## **REGULAR MEETING MINUTES**

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A regular meeting of the Klickitat County Emergency Medical Services District No. 1 (KCEMSD1) Board of Directors was held on Thursday, May 26, 2022, at 3:00 pm via virtual attendance on the Zoom Meeting app. Chuck Virts was the presiding officer. A quorum was present including Director Tony Gilmer, Director Leslie Hiebert and Director JJ McCray. Director Heiko Stopsack was absent. All Directors noted they were able to hear and be heard over Zoom conferencing.

Also present: William Harryman, EMS Chief; Suzanne Gilmer, Nate Herbeck, Katharina Larson, Dave West, Wally Walsborn, Trevor Keith and Victoria Keith, EMS Services. Jeff King, Klickitat County Director of Emergency Management & EMS Ex-Officio. Erika Cooper was absent.

### **CALL TO ORDER**

Director Virts called the meeting to order at 3:04 pm.

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

Director Hiebert made a motion to approve the agenda as written. The motion was seconded by Director Gilmer. The motion carried unanimously.

Director Virts continued by requesting disclosure from the Directors of any conflict of interest with items on the agenda. Director Gilmer said he was married to Suzie. He said he does not have a supervisory capacity and has not negotiated or participated in the collective bargaining agreement. He said he has made a motion and seconded a motion but is abstaining from voting where personal gain is possibly involved.

### **BUSINESS FROM AUDIENCE**

Dave West questioned the change in the levy amount from \$2M to \$1.7M. Director Virts said we are allowed to ask for the maximum, then when the final numbers come in the auditor's office adjusts it down. Dave West said that if we were budgeting for \$2M it was a shortfall. Director Virts said we budgeted for what we knew we were going to receive and we asked for more than that, like we do every year. He said the reason we do this is so we can get the full amount available to us. If we asked for \$1.7M and the numbers came in at \$1.8M, we'd only get \$1.7M.

### **CORRESPONDENCE**

None noted.

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### **CONSENT AGENDA ITEMS**

Director Gilmer moved to approve the Regular Meeting Minutes from April 24, 2022, Also, to approve; April Accounts Payable in the amount of \$77,739.53, Electronic Transfers in the amount of \$125,551.35, Bad Debt in the amount of \$-27,876.82, and Charity Care in the amount of \$-3,461.66. The motion was seconded by Director Hiebert. The motion carried unanimously.

### **ADMINISTRATIVE REPORTS**

#### **Financial Report**

Chief Harryman reviewed the financial report. He said the major issue we are looking at is fuel. He said we haven't received the LifePak items that were supposed to come in three months ago. As far as revenue, we haven't seen the extra income that we did last year it's hard to tell if that will come in. The district had a fair number of repairs and maintenance performed. Chief Harryman said the Finance Committee talked about researching possible community paramedicine options. Regarding the audit, Erika told Chief Harryman that she has provided everything they've asked for and she expects to be hearing from them soon. They were looking into our IT side of things as well.

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

COVID: There's been an increase in hospitalization. The district is seeing more cases.  
TRAINING: Chief Harryman has a 300 class 6/21/22-6/23/22 and another in October.  
VEHICLES: A couple wheel bearings went out on our rigs. There is one vehicle that had to have tires replaced.

#### **Vehicle Report**

The vehicle report was provided.

#### **Data/Run Report**

The run report was provided.

### **CONTINUING BUSINESS**

- **KCIFA Report** – Director King said that the addressing issue was brought up by Chief Hunsaker. The Fire Chiefs are now to encourage residents to put out better signage for address numbering. The Chiefs said that has always been their goal, however, it's a serious challenge because some people don't want anybody to know where they live.
- **Union Local Report** – No update currently.

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## **NEW BUSINESS**

- **Conflict of Interest Issue/Policy** – Director Virts changed the scope of the policy per request by Director Hiebert. Director McCray made a motion to approve the Conflict-of-Interest policy. Director Hiebert seconded the motion. The motion carried unanimously.

Since the last board meeting, Suzie and Director Gilmer submitted a copy of their marital agreement to Snure Law for evaluation. In his opinion, there is not a direct statutory conflict of interest based on spouses' employment and receipt of wages.

- **Proposed Updated IFT Policy** – After a lengthy discussion about the proposed IFT policy, and a failed second motion, it was decided to table it until the next meeting.
- **Adjust 2022 Budget** – Director Hiebert made a motion to approve the amendment of the budget. Director McCray seconded the motion. The motion carried unanimously.
- **Strategic Planning** – No update currently.
- **Goldendale Interlocal Agreement** – No update currently.

## **COMMITTEE REPORTS**

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

No update currently.

### **Bond Committee (Gilmer)**

No update currently.

### **Good of the Order**

Director Virts said the district should consider going back to in person meetings in June with a Zoom option. He suggested alternating from the East to the West end. Director Hiebert said KVH can't accommodate because they still have a limited visitor policy. She said she doesn't know what Skyline's policies are currently. Director King said his emergency operations training room downstairs has the capability to do hybrid meetings. Director King said he would check with White Salmon Fire Station because they have full capabilities for hybrid meetings. Director Hiebert asked if the Finance Committee meeting could be moved up to 2:00 so she is not waiting around for 45 minutes between meetings. Director Virts didn't see an issue with moving the time.

### **Executive Session**

None noted.

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**Future Meeting Dates**

The next regular meeting will be June 23, 2022, at 3:00 pm at White Salmon Fire Station with Zoom option.

**ADJOURNMENT**

There being no further business to come before the Board of Directors, Director Gilmer moved that the meeting be adjourned at 5:10 pm. Director Hiebert seconded the motion. The motion carried unanimously.

DocuSigned by:  
*Charles Virts*  
A5A21E0D90AD45F  
Chair of the Board of Directors

DocuSigned by:  
*Heiko Stopsack*  
1E98ED41204B8  
Secretary of the Board of Directors