

## **BOARD OF DIRECTORS**

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

June 24, 2021 – 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, June 24, 2021, 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 Heiko Stopsack and Director JJ McCray. All Directors noted they were able to hear and be heard over Zoom conferencing. Director Leslie Hiebert and Director Norma Furlong were absent.

Also present: William Harryman, EMS Chief; Erika Cooper, Finance Administrator; Jeff King, Klickitat County Director of Emergency Management & EMS Ex-Officio, Nate Herbeck and Suzanne Gilmer, EMS Services.

### **CALL TO ORDER**

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

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

Director Virts requested we move the appointment of JJ McCray to follow the consent agenda thus making her an active member in this board meeting. Director Gilmer made a motion to approve the agenda with the requested revision. The motion was seconded by Director Stopsack. 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**

None noted.

### **CONSENT AGENDA ITEMS**

Director Virts moved to approve the Regular Meeting Minutes from May 27, 2021, for this month. Also, to approve; May Accounts Payable in the amount of \$38,896.49, Electronic Transfers in the amount of \$121,995.79, Bad Debt in the amount of \$25,360.07, and Charity Care in the amount of \$0. The motion was seconded by Director Stopsack. The motion carried unanimously.

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**Open board position (Furlong)/Appointment (McCray)** – Director Stopsack motioned to approve the appointment of JJ McCray; Director Gilmer seconded. The motion carried unanimously.

## **ADMINISTRATIVE REPORTS**

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

We put the new ambulance in service on the 14<sup>th</sup>. We will surplus the old Medic 5, offering it to local agencies first, then the public for sale. We will need to do a resolution for it. All three ambulances are now equipped with PowerLOADs. Staffing: we were at full staff once Mark Albus completed his training. However, another employee had a family emergency and had to fly out missing shifts, another is off currently due to an injury. This is why I wanted to fill Riley's vacated position with a medic. Negotiations with the Union will resume on July 15<sup>th</sup>. We are filling most of our on-call shifts. When the car is out, the on-call people take the transfer so 911 is still open. Chief Harryman stated he will have information at the next meeting for transfers to discuss potential supplemental budget. We continue to utilize this resource for both transfers and coverage, he chose to extend the program through July. Chief Harryman told Director McCray that she could contact him anytime she had questions and to contact Erika if she had questions in her area.

### **Vehicle Report**

The vehicle report was provided.

### **Data/Run Report**

The run report was provided.

### **Financial Report**

Erika reviewed the May 2021 financials. The 12-hour stipend will be added as an agenda item for both finance and board meetings. Chief Harryman would like to give the board actual numbers for the stipends next month for supplemental budget since we will be going over budget on salaries with those amounts included.

## **CONTINUING BUSINESS**

- **KCIFA Report** – No update currently.
- **Union Local Report** – Nate stated things are going well, he stated the next meeting will be July 15<sup>th</sup>.
- **Strategic Planning Update** – No update currently.

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## NEW BUSINESS

- **Charity Care/Billing Policy** – Everyone agreed they have seen and reviewed new Charity Care and billing policies. (Resolutions 2021-01 and 2021-02). Director Stopsack motioned to approve Charity Care policy (Resolution 2021-01), Director Gilmer seconded the motion, motion carried unanimously. Director Gilmer motioned to approve Resolution 2021-02 (billing), Director Stopsack seconded the motion, the motion carried unanimously.
- **Peer Support Team** – No update currently

## COMMITTEE REPORTS

### Grant Committee (Gilmer)

No update currently.

### Bond Committee (Gilmer)

No update currently.

### Good of the Order

No update currently.

### Executive Session

None noted.

### Future Meeting Dates

The next regular meeting will be July 22, 2021, at 3:00 pm Via Zoom conference call.

## ADJOURNMENT

There being no further business to come before the Board of Directors, Director Stopsack moved that the meeting be adjourned at 3:51 pm. Director Gilmer seconded the motion. The motion carried unanimously.

DocuSigned by:

*Charles Virts*

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Chair of the Board of Directors

DocuSigned by:

*Heiko Stopsack*

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Secretary of the Board of Directors