

BOARD OF DIRECTORS

Klickitat County Emergency Medical Services District No. 1

October 3, 2022 – 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 Monday, October 3, 2022, at 3:00 pm at the White Salmon Fire Station at 119 NE Church Ave in White Salmon, Washington with Zoom option. Chuck Virts was the presiding officer. A quorum was present including Director Heiko Stopsack and JJ McCray. Director Tony Gilmer and Director Leslie Hiebert were absent.

Also present: Erika Cooper, Finance Administrator; Nate Herbeck, Trevor Keith, Victoria Keith, and Katharina Larson, EMS Services. Chief Bill Hunsaker, KCIFA and EMS Ex-Officio, Jeff King, Klickitat County Director of Emergency Management and EMS Ex-Officio. Chief William Harryman was absent.

CALL TO ORDER

Director Virts called the meeting to order at 3:10 pm.

APPROVAL OF AGENDA & CONFLICT OF INTEREST DISCLOSURE

Director Stopsack made a motion to approve the agenda as written. The motion was seconded by Director McCray. 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 August 25, 2022, Also, to approve; August Accounts Payable in the amount of \$109,529.31, Electronic Transfers in the amount of \$160,156.47, Bad Debt in the amount of \$68,077.98, and Charity Care in the amount of \$0. The motion was seconded by Director McCray. The motion carried unanimously.

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ADMINISTRATIVE REPORTS

Financial Report

Erika reviewed the August financial report. The district's ambulance revenue last month was \$255k. We received \$1,900 from Life Flight transports and \$32k in timber tax. On the variance report, we were over for fuel and repairs/maintenance. We are taking much better care of the rigs now. Most of them received oil maintenance last month, one had new tires installed and the Chief's vehicle had an inspection. As far as education, Chief Harryman and myself will be attending the Snure seminar next month. Director Virts told the other directors what the seminar was about. Director Virts inquired about the status of our investment account. Erika said it had just matured and she needed directors' approval to renew. She said that she and Chief Harryman were discussing possibly doubling the investment next time since the interest earned has increased so much. Director Virts asked Erika if she had a recommendation on the investment. Erika said she would suggest investing \$100k for the best return. Director Virts said we should put more in rather than less with the interest rates going up. If something were to happen and we need to withdraw the funds it can be done in 4-5 days. Director Virts said he agreed with Erika, we need to invest at least \$100k. He asked the other directors their opinion. Director McCray said she thought it was a good idea. Director Stopsack said he totally agreed. We need to put as much as we can. Chief Hunsaker agreed and said to invest whatever we can to put away for the future. Director Virts said to add it to the next meeting so the board can discuss it.

Chief of EMS Operations Report

Chief Report was provided.

Vehicle Report

The vehicle report was provided.

Data/Run Report

The run report was provided.

CONTINUING BUSINESS

- **KCIFA Report** – Chief Hunsaker said KCIFA met last Wednesday. He said they are working on an addressing program to help the ambulances to locate their destinations better. It is something that needs to be worked on, making sure that every piece of property has a marked address at the road. He makes sure to bring it up at every meeting.
- **Union Local Report** –Nate said the only thing the union had to discuss was the wage proposal. The union proposed a new wage scale for cost of living, retention, and recruitment. Nate said that Director Hiebert had previously requested comps and Nate sent out an email with seven or eight different comps along with a long list of reasons for the

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increase. Director Stopsack said he reviewed the numbers from the union and he verbally solicited other agencies and the numbers do line up. They are accurate and reflect the industry that is currently out there. Director Virts said he concurred. Director McCray said she agreed with them. She said she didn't have any experience with other agencies. However, when she was with the County, they were so far under they changed the steps and raised everyone across the board. Director Virts asked Erika if she could speak on the affordability of it. Erika said part of it is already figured into the budget she would just have to change a few things to make the rest work but it is feasible. Director Virts said he thought the board needed to have a discussion as a group. Director Stopsack said there is one board member that would be excluded from that discussion so we're only missing one and he'd rather move forward morale wise for our workforce and vote on it. He said he was sympathetic to what Director Virts was saying for transparency but he's ok bringing it to a vote today. He said there have been discussions and calculations and meetings on it, he said he thought the board was safe in voting. Director McCray said she agreed with Director Stopsack, we are only missing one board member and we've discussed it for a long time. She said the staff deserves it rather than making them wait another month. Director Stopsack said if we wait on the proposal, it just creates more work for Erika to do having to calculate the retroactive payments back to October 1st. On that note, Director Virts asked for a motion to approve the union proposal. Director McCray made a motion to approve the union proposal. Director Stopsack seconded the motion. The motion carried unanimously.

NEW BUSINESS

- **Interlocal Contract H-GAC Authorization** – Director Virts said this is part of the process to obtain a new ambulance. It allows us to go to Braun and get an ambulance without having to jump through all the hoops of a bid process. If we approve it, we are giving Chief Harryman permission to sign up for the program and move forward with the ambulance purchase we are considering. Director Virts asked if there were any questions, none were noted. He then asked for a motion to approve the Interlocal H-GAC agreement. Director Stopsack made a motion to approve the agreement. Director McCray seconded the motion. The motion carried unanimously.
- **Strategic Planning** – Director Stopsack said they need to set a date for the next meeting but he thinks we are on track with the passing of the union proposal and fourth car. Director Virts asked about acquiring a new station. Director Stopsack said it was discussed in the initial meeting but nothing concrete has been discussed. Director King has been discussion about Rural 7 and their facility. He said Klickitat County has the property on the north side of their current building that they plan to upgrade someday. That could be a possible joint venture. The Sheriff's property south of Goldendale, there is five acres total there and we're only using about one third of it. He said the Dallesport station is a leased facility. The airport is owned by the City of The Dalles and Klickitat County jointly. That may be an avenue to follow. As well as the Dallesport School which is now in the possession of DNR and the Dallesport Fire Station is also an option. Chief Hunsaker said that Dallesport is in the process

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of raising money to build a new facility or an add on to their current building. They are doing breakfasts and fundraisers to raise the money. He said that may be a good avenue to pursue. Director King said if anyone needs introductions to get the ball rolling on any of these options to please contact him.

- **Newsletter** – Director McCray said she and Katharina discussed creating a newsletter about what is going on with EMS, the number of runs we do, where we need improvement, and get awareness out there so the public knows how much EMS really does. That way if we do have to ask for money, we might be more apt to have their support. It doesn't have to be a monthly publication, it can be occasionally, and get something in the newspaper. Director Virts said when Dave Lapof was with the district that is something he used to do but it fell off the radar when he departed. Director McCray said she's not on any other committees and she'd volunteer to help with it. She said she knows Katharina will help and she may be able to get Maria as well. Nate said it's a good point she brought up, our levy is up in two years. It's a great time to start getting it out to the public as we prepare for the renewal. Director Stopsack said it would be a good idea to send a few press release success stories that the Paramedics and EMTs perform out there.
- **Fourth Car** – No update currently.

COMMITTEE REPORTS

Grant Committee (Gilmer)

No report.

Bond Committee (Gilmer)

No report.

Good of the Order

Director Virts wanted to thank Nate and all the folks for all their time and effort they put into the proposal for the board. He said he thought it was a good proposal and he was happy we were able to support it. Director Virts said the staff is doing a great job and we're proud and happy to have everyone here. Nate told Director Virts thank you for sitting down with them, listening to them, and realizing everything that's going on. The staff really appreciates it.

Chief Hunsaker wanted to remind everyone that we don't want to do a reply all or forward group emails. Those should all go through Chief Harryman. He suggested the group take the class again through MRSC, County Treasurer or State of Washington or have someone come and make a presentation so we don't get ourselves in trouble. He said he just wanted to share what he learned through dealing with City Council. Director King said to clarify, things can be shared but when you reply it's a quorum. Items from the Union should not go directly to the Commissioners. He said it should be a single point of contact to the board and then the board

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should not reply all to anything. Director Virts said we need to be cautious about responding back. He said two commissioners can chat all they want, however, when they involve a third director it becomes a meeting. Director King said the email that Nate sent out with all the information should be added to the record because that is the information that the board acted on. The public should have the opportunity to see what the board acted on, and after the fact it must be part of the record. Director Virts said he thought there was a spring and fall seminar that Snure does regarding open public meetings and the laws related to them. MRSC will probably have a link to Snure's website. Chief Hunsaker said the State of Washington either the auditor or treasurer, has great trainings that are required for new commissioners.

Executive Session

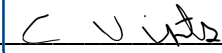
None noted.

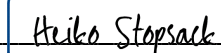
Future Meeting Dates

The next regular meeting will be October 27, 2022, at 3:00 pm at White Salmon Fire Station at 119 NE Church Avenue in White Salmon, WA with Zoom option.

ADJOURNMENT

There being no further business to come before the Board of Directors, Director McCray moved that the meeting be adjourned at 4:40 pm. Director Stopsack seconded the motion. The motion carried unanimously.

DocuSigned by:

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Chair of the Board of Directors

DocuSigned by:

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Secretary of the Board of Directors