

## **BOARD OF DIRECTORS**

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

July 26, 2023 – 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 Wednesday, July 26, 2023, at 3:00 pm at the Rural 7 Fire & Rescue Station at 327 W Brooks St, Goldendale, Washington with Zoom option. Director Charles Virts was the presiding officer. A quorum was present including Director Tony Gilmer and Director JJ McCray. All Directors noted they were able to hear and be heard over Zoom conferencing.

Also present, William Harryman, EMS Chief, Erika Cooper, Finance Administrator. Dave West, Jennifer Himes, Nate Herbeck, Suzie Gilmer, Trevor West, and Thomas Crumpacker, EMS Services. Sarah Hancock, High Prairie Fire Chief & Ex-Officio, and Adam Wagner, potential new Board Member.

### **CALL TO ORDER**

Director Virts called the meeting to order at 3:03 pm.

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

Director Gilmer 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. 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. There is a letter on file from the District's attorney regarding this potential conflict.

### **BUSINESS FROM AUDIENCE**

None noted.

### **CORRESPONDENCE**

None noted.

### **CONSENT AGENDA ITEMS**

Director Gilmer moved to approve the Regular Meeting Minutes from May 31, 2023. Also, to approve; May Accounts Payable in the amount of \$47,170.58, June Accounts Payable in the amount of \$84,083.19. May Electronic Transfers in the amount of \$286,937.87, and June

Electronic Transfers in the amount of \$4,132,347.09, May Bad Debt in the amount of \$27,879.53, and June Bad Debt in the amount of \$22,326.85. May Charity Care in the amount of \$301.33 and June Charity Care in the amount of \$755.32. The motion was seconded by Director McCray. The motion carried unanimously.

## **ADMINISTRATIVE REPORTS**

### **Financial Report**

Erika reviewed the May and June 2023 financials.

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

COVID: KCEMS only transported one reported case.

Staffing: Trygve Nordby's last day was June 25<sup>th</sup>, Matt Brown has now filled his spot. Codey Yost has taken a leave of absence. Boston Mathews has filled spot.

Vehicles: The cost for the new rig is estimated at \$270,000 including taxes. Currently, there are no chassis available. The soonest the district could take delivery would be December 2024. As a result, the Chief has requested two chassis instead of one. The Dodge chassis is no longer available so he requested that Braun change the bid to a Ford chassis. Projecting the mileage of our current fleet out 365 days, most of the rigs will be at or above 100k except for White Salmon's rig which will be at 221k.

Training: KCEMS participated in a joint MCI training with Skyline Hospital on July 19<sup>th</sup>. The district also participated in an active shooter drill organized by Goldendale Police.

There was a discussion about the interfacility transfer policy.

### **Vehicle Report**

The vehicle report was provided.

### **Data/Run Report**

The data run report was provided.

## **CONTINUING BUSINESS**

- **KCIFA Report** – Chief Hancock said they will be having a meeting. However, she expects attendance to be low because most of them will be fighting the fire.
- **Union Local Report** – Nate said the negotiations team has met two times and they are making progress. The next meeting is August 20<sup>th</sup>.

The union wants to know if the stations will have improved living conditions with the rental increase of \$1500. There was a discussion about the proposed lease agreements.

- **Strategic Planning** – This will be on hold until we have a full board again.
- **Vote on Bylaws** – Director Gilmer made a motion to approve the Bylaws. Director McCray seconded the motion. The motion passed unanimously.
- **Tuition Assistance** – There was a discussion on Tuition Assistance. Chief Harryman presented the final copy of the agreement. Once he has a policy written, he will present it to the board. However, he is still working on implementation.

## NEW BUSINESS

- **Adam Wagner’s application for vacant board position** – Adam introduced himself to the board.

The hospital district is going to nominate Dr. Alia Breon as their representative to the board.

Robb Kimmes last day will be 8/24. The new CEO of Skyline will be Matt Coleman.

- **Vote on Resolution 2023-1 Establishing a Designated Funds Policy** – Director McCray made a motion to approve the Resolution. Director Gilmer seconded the motion. The motion passed unanimously.
- **Elect Secretary members** – Tabled until we appoint more board members.
- **Resolution 2023-4 Power-PRO XT Cot Purchase** – Director McCray made a motion to approve the Resolution. Director Gilmer seconded the motion. The motion passed unanimously.
- **Resolution 2023-5 Power-LOAD Cot Fastener Purchase** - Director McCray made a motion to approve the Resolution. Director Gilmer seconded the motion. The motion passed unanimously.

## COMMITTEE REPORTS

### **Grant/Bond Committee (Gilmer)**

Director Gilmer said that Erika sent him information about a cybersecurity grant. He has spoken with Radcomp and Will. He plans to speak with Nate and get his opinion on it. Director Virts mentioned that he saw a newsletter that showed there are grants available through the local

representative's office. He said that Director Hancock may have some insight since High Prairie Fire received a grant from the state.

**Executive Session**

None needed.

**Good of the Order**

None needed.

**Future Meeting Dates**

The next regular meeting will be August 30, 2023, at 3:00 pm at White Salmon Fire Station at 119 NE Church Ave in White Salmon, Washington 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 4:19 pm. Director McCray seconded the motion. The motion passed unanimously.

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Chair of the Board of Directors

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Vice Chair of the Board of Directors