

## **BOARD OF DIRECTORS**

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

October 25, 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, October 25, 2023, at 3:00 pm at the White Salmon Fire Station at 119 NE Church Ave in White Salmon, Washington with Zoom option.

Director Tony Gilmer was the presiding officer. A quorum was present including Director Dr. Alia Breon, Director JJ McCray, and Director Adam Wagner. Director Charles Virts was absent. All directors in attendance noted they were able to hear and be heard over Zoom conferencing.

Also, present William Harryman, EMS Chief, Erika Cooper, Finance Administrator, Katharina Larson, Suzie Gilmer, Nate Herbeck, Trevor Keith, Dave West, EMS Services, and Chief Sarah Hancock, High Prairie Fire & EMS Ex-Officio.

### **CALL TO ORDER**

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

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

Director Dr. Breon made a motion to approve the agenda as written. The motion was seconded by Director McCray. The motion carried unanimously.

Director Gilmer 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**

Enduris invoice approval (liability/auto insurance). Director McCray made a motion to approve the Enduris invoice. The motion was seconded by Director Dr. Breon. The motion carried unanimously.

### **CONSENT AGENDA ITEMS**

Director Gilmer moved to approve the Regular Meeting Minutes from July 26, 2023. Also, to approve; July Accounts Payable in the amount of \$38,953.92, July Electronic Transfers in the

amount of \$173,036.79, Bad Debt in the amount of \$7,275.18 and Charity Care in the amount of \$121.29. The motion was seconded by Director McCray. The motion carried unanimously.

Director Gilmer moved to approve the Regular Meeting Minutes from August 30, 2023. Also, to approve; August Accounts Payable in the amount of \$86,109.63, August Electronic Transfers in the amount of \$8,201,905.66, Bad Debt in the amount of \$2,138.12 and Charity Care in the amount of \$1,789.20. The motion was seconded by Director Dr. Breon. The motion carried unanimously.

Director Gilmer moved to approve the Regular Meeting Minutes from September 27, 2023. Also, to approve; September Accounts Payable in the amount of \$30,416.03, September Electronic Transfers in the amount of \$128,714.15, Bad Debt in the amount of \$38,334.08 and Charity Care in the amount of \$2991.00. The motion was seconded by Director McCray. The motion carried unanimously.

## **ADMINISTRATIVE REPORTS**

### **Financial Report**

Erika reviewed the July, August, and September 2023 financials.

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

The Chief report was provided.

### **Vehicle Report**

The vehicle report was provided.

### **Data/Run Report**

The data run report was provided.

## **CONTINUING BUSINESS**

- **KCIFA Report** – No update currently.
- **Union Local Report** – The contract has been negotiated and will be presented to the Board. The hope is that the new CBA will attract new employees since it is comparable to what they may be making currently.
- **Strategic Planning** – Director Gilmer said we have extra committee positions available and he'd like the other board members to think about what area they'd like to contribute to. We have openings in the Strategic Planning, Building and Finance Committees. The positions rotate annually and they need to be formalized. Director Gilmer asked the other members to think about it and if they had any questions to contact him.

- **Tuition Assistance** – No update currently.
- **Interfacility Transfer Policy** – There was a discussion on revising the interfacility transfer policy.

## **NEW BUSINESS**

- **Adam Wagner’s board approval** – Director Gilmer made a motion to approve Adam Wagner’s nomination to the board. The motion was seconded by Director McCray. The motion carried unanimously.
- **System Status Management Review Committee** – Tabled until next meeting.
- **2024 Budget** – Erika reviewed the 2024 draft budget.

## **COMMITTEE REPORTS**

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

This is on hold for the moment.

### **Executive Session**

None needed.

### **Good of the Order**

Director Wagner asked Director Gilmer for an email to get an idea of all the subcommittees. Director Gilmer suggested sending him the bylaws. Director Dr. Breon asked for a copy as well. Erika sent both board members a welcome packet.

### **Future Meeting Dates**

The next regular meeting will be November 27, 2023, at 3:00 pm at Rural 7 Fire & Rescue Station located at 327 W Brooks St, Goldendale, Washington with Zoom option.

## **ADJOURNMENT**

There being no further business to come before the Board of Directors, Director Wagner moved that the meeting be adjourned at 4:20 pm. Director Dr. Breon seconded the motion. The motion passed unanimously.

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Chair of the Board of Directors

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Director