

BOARD OF DIRECTORS

Klickitat County Emergency Medical Services District No. 1

January 31, 2024 – 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 Wednesday, January 31, 2024, at 3:00 pm at the Rural 7 Fire & Rescue Station located at 327 W Brooks St, Goldendale, Washington with Zoom option.

Director Chuck Virts was the presiding officer. A quorum was present including Director Tony Gilmer, Director JJ McCray, Director Adam Wagner, and Director Dr. Alia Breon. 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, Suzie Gilmer, Nate Herbeck, Dave West, EMS Services, Chief Sarah Hancock, High Prairie Fire & EMS Ex-Officio.

CALL TO ORDER

Director Virts called the meeting to order at 3:05 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 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 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

Tabled until next meeting.

ADMINISTRATIVE REPORTS

Financial Report

Erika reviewed the December 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** – Chief Hancock was nominated to participate in ESD 112’s emergency planning with their schools.
- **Union Local Report** – No update currently.
- **Strategic Planning** – Director Wagner volunteered to become part of the Strategic Planning Committee. The committee now consists of Chief Harryman, Director Gilmer, and Director Wagner.
- **Interfacility Transfer Policy** – There was a discussion on transfers. Chief Harryman is going to draft a psychiatric transport policy and bring it back to the group. Once it’s completed, it will be included within the inter facility transport policy.
- **System Status Management Review Committee** – Chief Harryman to speak with Director King to get better understanding of what is needed.

NEW BUSINESS

- **2024 Employment Agreement-Finance Adm** – The Board didn’t have enough time to review. Tabled until next meeting.
- **2024 Employment Agreement-Chief** – The Board didn’t have enough time to review. Tabled until next meeting.
- **Levy renewal** – There was a discussion on the levy. Director Wagner motioned to place the levy on the August ballot. The motion was seconded by Director Dr Breon. The motion carried unanimously.

- **Form Building Committee** – The committee will consist of Chief Harryman, Director Gilmer and an employee of the district.
- **Sheer Madness Productions** – Director Gilmer made a motion to contract with Sheer Madness Productions to produce a video for the district. The dollar amount is not to exceed \$2500. Director McCray seconded the motion. The motion carried unanimously.

COMMITTEE REPORTS

Grant/Bond Committee (Gilmer)

This is on hold.

Executive Session

None needed.

Good of the Order

None noted.

Future Meeting Dates

The next regular meeting will be January 31, 2024, at 3:00 pm at the 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 5:11 pm. Director Wagner seconded the motion. The motion passed unanimously.

Chair of the Board of Directors

Director