



EMS Administrative Board

February 12, 2020

- 1. Open the meeting**
- 2. Approval of agenda – Motioned and approved.**
- 3. Introduction of attendees:**

Board Members in Attendance:

Joel Byam, Fire Chiefs	Les Riel, Fire Commissioners
Norm Childress, County Commissioners	Julie Schilling, Mayors Association
Dave Lynde, Ambulance, Chair	Tom Sevigny, Fire Commissioners
Aaron Markham, Fire Chiefs	

Board Members Absent:

Gary Hanna, Fire Chiefs	Tammy Pettis, Yakima EMS Council
Kevin Hodges, MD, Medical Program Director	

Alternate Board Members in Attendance:

Nathan Craig, Fire Chiefs	Tim Smith, Fire Chiefs
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Alternate Board Members Absent:

None

Department of Emergency Medical Services

Tony Miller, ES Director	Diane Koch, Office Specialist
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Department of Emergency Medical Services Absent

Vacant, EMS Operations Manager

Guest(s)

Dave Cook	Ilene Thompson
Brad Coughenour	Ken Shipman
Brian Ireton	

- 4. Open Public Input.**
None

- 5. Communication**
None.

- 6. Approval of Previous Minutes**

Tim Smith moved and Les Riel seconded to approve previous minutes from November 13, 2019 as sent. Dave Lynde had questions on minutes. Minutes will be approved as written and further discussion later in meeting. Motion carried.



7. Reports from Committees and/or Agencies

Director's Report

- a. End of year financials. Revenue was a little more than anticipated \$538,728. Expenses were \$522,627.
- b. Training Manager position has posted and 3 applications have been received.
- c. Dr. Hodges will be here in 2 weeks and Tony will discuss if he wishes to remain our MPD permanently. He will also discuss this with Catie Holstein at DOH, next week, as it is the decision of the State DOH, regarding MPDs.
- d. Just purchased 4 high performance infant CPR manikins. These will work with iPads. We currently have 4 high performance adult manikins. We are doing well on adult cardiac arrest saves.
- e. When Astria closed there were 3 trailers that had been purchases and supplied with Region 8 funds. A trailer is already set up for MCIs and just needs a few provisions restocked and then we would like to station that in the lower valley at Fire District #5. The MCI trailer at YFD is almost ready.
- f. OTEP modules 3 and 4 are filmed. We are hoping to have modules 5 & 6 filmed by the end of next month.
- g. Naches Fire – turned a in a bill for out of district responses for June – November at the beginning of February. This means that any patients billed would be receiving an invoice for a call that could potentially happened 6 months ago. Previously it was discussed sending a letter for Fire District #3, stating that calls must be turned in within 60 days. Did this letter get sent? It will be checked on by the Chair.
- h. Tony going to the Pinnacle conference in July.
- i. EMT Course
There are 19 students now. Two students dropped out due to work conflicts. One student was removed due to struggling with the course material. The fire chief was in attendance and a plan was laid out for student to improve and return for the next course.

8. Old Business

- a. Levy Distribution
Ilene Thompson, Treasurer and Dave Cook, Assessor attended.

Discussion on what we can do, how we can do it.

Chief Craig does not like formula and wants to know if it is legal?

Ilene Thompson you would have to go through legal department regarding that question.

Discussion on taxing limits and if anyone is limited. Dave Cook currently there are no limits. There have not been any limitations except for 7 years ago for flood control and county roads. Other than that there has been no limits in the last 20 years.



The following topics were discussed:

- The levies are certified in October every year, which is *after* budgets are due. Per Dave Cook, Assessor, whenever you use assessed values, you are looking retrospectively as assessed values change daily.
- The State Office of Financial Management puts out population estimates every year. Could those populations be used rather than the census data, in the levy formula.
- Discussion on what the original resolution/levy ballot measure stated. Does the measure identify the categories and percentages used to distribute the levy funds. The details of formula do not need to be in resolution, but just the amount of money/rate to be collected. For instance 0.25 cents per \$1000 dollars of value. Les original intent standardized care and training (he was on original committee).
- Could the values be weighted differently than the 1/3 each, which is currently used. Both Ilene and Dave said it would be up to the board to weight values.
- There is no audit trail by the Assessor's office to ensure that the numbers supplied are accurate.

The following solutions were discussed:

- Written resolution on how we come up with run numbers and what nature codes are used. Suggested that once the run numbers are received from dispatch that the EMS office send these numbers out to each agency for verification.
- Research if the current levy formula distribution can be changed. Would have to be approved by Board of Commissioners.
- Do we want to go with a permeant levy would reset every year? It should be noted that if the economy shrinks, we would lose money.
- Make sure no department/district is receiving more than 100% of their assessed value.
- A special meeting will be held, date to be determined.
- Commissioner Childress stated that if this group could come to an agreement, he will present it to the board of commissioners for approval. In addition, he will have Craig Warner assist with wordsmithing an updated resolution.

b. Term appointments/reappointments

Open position from fire commissioners. Les Riel reported that this position will be filled during the next fire commissioners meeting.

c. Bylaws

Discussion on what changes needs to be made to the bylaws:

- Article II Membership, Section 1 – change mayor to “elected official” or change to “mayor or a designee”.
- Under Article I, Object and Purpose, add that this board makes recommendations to the County Board of Commissioners for levy distribution.



- Article III, Section 5 – Removal of Representatives – change to “recommend” removal because there are different appointing agencies, including the County Board of Commissioners.
 - Article III, Section 1 – Management of board #4 and #5 are areas that the board struggles with. Yearly evaluations have not been done for the board, nor the director.
Suggestions:
The board come up with a standard evaluation form, for the board and the director, which would be done at the beginning of each year.
Check sheet with items with a list of objectives and then a simple “yes” or “no”. And then, that information would be provided to the boards who assigned members.
In regards, to evaluating the director, he reports to the county commissioners. We could do an evaluation and send it the county commissioners for use at their discretion.
 - Article III, Section Commissioner Childress, stated that it was a moot point, as he attends the meetings and evaluates the board at each meeting.
- d. Strategic Planning
Only 2 people responded after the first request in August. Will send the request one more time.
- e. Working on a new member board packet.

9. New Business

- a. Nurse help line
December an updated contract was received. Starting in March \$53 per call, monthly fee the same and license fee increase of 2.5%. In 2018 72 calls for year and 2019 66 calls for the year. With an increase from \$20 per call to \$53 per call we would exceed the amount budgeted. It would approximately double the budget.
- Nathan Craig reported that during the last fire chiefs meeting it was voted to cancel contract. Nathan Craig made a motion to cancel the nurse health line contract. Seconded by Joel Byam.
- Further discussion/suggestions:
Have people call 211, which is available Monday – Friday 8 to 5 pm.
Talk with Virginia Mason Memorial about possibly running a nurse health line.
- After further discussion, the motion was amended to cancel the nurse health line and take remaining funds in this year’s budget to do public education for when to call 911. Seconded by Joel Byam. **Motion passed.**
- b. Open positions in EMS Office
Reviewed above.
- c. Officer Elections
Nathan Craig nominated Dave Lynde for Chair. Seconded by Les Riel.
Nathan Craig nominated Les Riel for Vice Chair. Seconded by Norm Childress.
Motions passed.



10. For the Good of the Order

East Valley is sponsoring a Post-Traumatic Stress Disorder class, April 25th. The cost is \$50 per person, limited to 300 people and will be held at Pacific Northwest University. East Valley will be sending out fliers next week.

- 11. Next Meeting:** 09:00 EMS Office Classroom B on May 13, 2020
09:00 EMS Office Classroom B on August 12, 2020
09:00 EMS Office Classroom B on November 11, 2020

12. Adjourned. Les Riel made a motion to adjourn, seconded by Aaron Markham. **Motion passed.**