



**EMS Administrative Board  
February 14, 2018**

**1. Open the meeting**

**2. Approval of agenda**

Dave Lynde added one item to the agenda, election of chair and vice chair. Les Riel made a motion to approve the agenda with the additional item. Norm Childress seconded. Motion carried.

**3. Introduction of attendees:**

**Board Members in Attendance:**

Norm Childress	Tammy Pettis
Gary Hanna	Les Riel
Dave Lynde	Tom Sevigny
Aaron Markham	Tim Smith
Phil Nelson	

**Board Members Absent:**

Rand Elliott	Ben Maltz MD
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**Alternate Board Members in Attendance:**

Joel Byam	Nathan Craig
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**Department of Emergency Medical Services**

Tony Miller, EMS Manager	Diane Koch, Office Specialist
Wendy Moudy, EMS Training Coordinator	

**Guests** – Kay Funk, Council Member, City of Yakima

**4. Open Public Input.  
None**

**5. Communication**

Dave Lynde received an email from Rand Elliott regarding the EMS levy formula. The County Commissioners will not block any changes to the distribution formula as long as all of the cities and fire districts are in agreement.

**6. Approval of Previous Minutes**

Les Riel made a motion to approve the previous minutes. Seconded by Norm Childress. Motion carried.

**7. Report from Chair  
None**



## 8. Reports from Committees and/or Agencies

- a. EMS Department Budget Review – Ninety seven percent of the budget was spent in 2017. At the end of the year a new copy machine/printer/fax was purchased. This combined three machines. We are now paying less per copy and the toner is supplied as part of the contract.
- b. Applied for a grant from Pacific Power to replace high performance CPR manikins. Will be applying to Legends Casino for another grant to start replacing other equipment.
- c. Starting to work on levy for next year. Waiting for Ken Shipman to break out the Zillah calls from Fire District #5.
- d. Ben Maltz, MPD is settling in. He has been reviewing protocols and he may be add or change some protocols.
- e. The EMT course started with 18 students and we lost 2 student in the first 2 weeks. No applications were received for EMR or RN to EMT. We still applied for an EMR course so that students who are not meeting the academic standards can drop to the EMR level.
- f. The West Region EMS Conference is in March. We are paying for 5 instructors to go to the Friday instructor workshop. If the instructors want to stay for the rest of the conference, we will pay the conference fee, but the lodging and food will be at their own expense.  
Wendy will be attending the NAMEMSE conference in August again this year.

## 9. Old Business

- a. Department review – Dave Lynde reported that this has not been completed yet. It is still ongoing.

## 10. New Business

- a. The out-of-district billing was discussed. Invoice and information to bill patients was received up to 9 months after the incident. Request that a guideline be established for when bills should be received. Aaron Markham made a motion that the EMS office should receive all bills and additional information within 60 days of the date of the incident. The EMS office must be notified when the annual out of district funds are depleted, at which point the department may start requesting reimbursement of funds. Seconded by Tammy Pettis. Motion passed.
- b. Levy Formula Review  
The letters received (one from the Yakima County Fire Chief's Association and one from the Yakima County Fire Commissioner's Association) regarding the levy formula and the distribution formula were discussed, along with the email from Commissioner Rand Elliot. The letters were slightly different. The Fire Chief's stated that every agency would receive no less than 80% of their assessed value. The Fire Commissioner's stated that every agency would receive no less than 80% and no more than 100% of their assessed value. Commissioner Rand Elliott's comments were that if the EMS levy is changed the County Commissioners do not want this to be used as an excuse to not purchase equipment and/or increase response times.



Norm Childress gave a brief overview of how the Mayor's Association was formed. It is difficult to get a quorum at the meetings. He explained that most of the mayors would need to take any proposal to their city councils. During the last meeting of those that were present, the majority stated they would not be in favor of changing the levy distribution. Suggestions on how to get input from all of the cities was discussed.

The cities would be more in favor of a change if it is phased in. Discussion regarding whether the levy can be changed before the next election.

Discussion on the fragmentation of the current system and that some departments are responding on all calls, some are only responding on "Medic-Red" and some on responding on "EMR-Red" as well. A better quantification of what calls will be included, as well as who gets the call when more than one agency responds, so that some calls are getting counted twice or three times.

Currently the calls are what seems to be driving the formula. The more poverty stricken areas, have more EMS calls, as the citizens do not have access to primary health care and may or may not have health insurance.

Gary Hanna made a motion that the board recommend to the county commissioners that the EMS levy distribution formula be changed to ensure no fire department receives less than 80% of the funds generated by their assessed value. And to include the information that there is not consensus amongst the cities. Norm Childress seconded. Motion carried.

- c. Officer Elections for the Chair and Vice Chair. Gary Hanna nominated Dave Lynde as Chair, and Les Riel as the vice chair. Seconded by Les Riel. Motion carried.

**11. For the Good of the Order** – Two years ago, this board voted that if a fire department/district student dropped out or failed out of the EMT course that the EMS office could charge the department \$150 to recoup the cost of the books. With the changes in the program, it is now costing approximately \$350 once a student has started class (includes on-line program, books, etc.) There are generally 3 to 4 drops per class. There are no non-affiliates this year, as the State requires that we obtain a license to become a Technical School to accept students who are not already affiliated.

Tim Smith made a motion that we set aside a fund to cover the costs of drop outs/fails. Seconded by Les Riel. Motion carried.

Discussion on what other agencies would be interested in possibly running an EMT course in conjunction with DEMS. YVCC is not interested. Suggest that contact be made with the Career Technical Education (CTE) to see if they would be willing to work with the DEMS, rather than the office needing to obtain a vocational technical school license.



Yakima County Department of Emergency Medical Services  
EMS ADMINISTRATIVE BOARD



2403 S. 18<sup>th</sup> Street, Suite C, Union Gap, WA 98903 • (509) 574-2145 • FAX (509) 574-2159

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**12.** Next Meeting is, May 9, 2018, 9 am at the EMS Office.

**13.** Motion to adjourn by Les Riel. Seconded by Nathan Craig. Motion carried.