



**EMS Administrative Board**

**NOVEMBER 4, 2020**

**1. Open the meeting**

**2. Approval of agenda** – Les Riel motioned to approve the agenda, seconded by Tim Smith. Motion passed.

**3. Introduction of attendees:**

**Board Members in Attendance:**

Ron Anderson, County Commissioners	Tammy Pettis, Yakima EMS Council
Joel Byam, Fire Chiefs	Les Riel, Fire Commissioners
Sam Glanzer, Fire Commissioners	Julie Schilling, Mayors Association
Gary Hanna, Fire Chiefs	Tom Sevigny, Fire Commissioners
Dave Lynde, Ambulance, Chair	Tim Smith, Fire Chiefs
Aaron Markham, Fire Chiefs	

**Board Members Absent:**

Kevin Hodges, MD, Medical Program Director

**Alternate Board Members in Attendance:**

Nathan Craig, Fire Chiefs	Jim Borst, Fire Commissioners
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**Alternate Board Members Absent:**

None

**Department of Emergency Medical Services**

Tony Miller, ES Director	Diane Koch, Office Specialist
Brian Ireton, EMS Operations Manager/Training Coordinator	

**Department of Emergency Medical Services Absent**

None

**Guest(s)**

None

**4. Open Public Input.**

**5. Communication.**

Commissioner Ron Anderson is taking Norm Childress' place.

**6. Approval of minutes:** Les Riel moved to approve the February 12, 2020 minutes, seconded by Joel Byam. Motion passed.

Les Riel moved to approve the Special meeting minutes June 26, 2020, seconded by Gary Hanna. Motion passed.

**7. Reports from committees/agencies**

Tony Miller, ES Director reported:

- a. Due to impacts from COVID 19, and because we were not doing in person workshops, and to limit



the impacts we decided to do Workshops B & C together. This means the drill nights are taking longer, but it is going well.

- b. In July Brian Ireton came on to replace Wendy Moudy and it has been great.
- c. We are completing the updates for the iGel training.
- d. There are 19 people signed up for EMT academy. We will be doing interviews over the next few weeks.

We are looking at purchasing technology so that if an EMT student has to quarantine working with the county technology services to help with EMT. If we have students that have to quarantine, then they will be able to stay in class. Could be roughly \$15,000 for everything as we will need a server to make this work.

Aaron Markham asked if the county has any funds to help with the purchase in the CARES act. With CARES it must be now and not in the future. Currently everything in the room is purchased by OEM (projectors, TVs, furniture)

## 8. Old Business

- a. Model levy distribution number to Yakima Fire Chiefs group  
Population and call volume. The distribution will be held off until new levy takes effect.  
**Proposed Motion:** Proposed that (1) one agency is paid per call in which they respond too, call credit would go to the Fire Department who is dispatched excluding Ambulance Response Services. Recommended using (9) nine call types for determining EMS Levy Call Types with a start in 2021. Recommend call types are EMR-RED, EMR-LIFT ASSIST, EMR-YELLOW, EMR-ALARM MED, EMR-MEDIC, FIRE RESCUE, FIRE-EMERGENCY WATER RESCUE (EWR), MVA w/Injury, MVA Unknown.
- b. Lift assist to be added to our list of nature codes to be pulled for levy calculation  
Nature codes to be pulled for levy calculation.
- c. Need a date to start talking about running the levy.  
Proposed date is November 2022. Do we need a certain percentage of the election? Need to meet in person this coming summer (2021). Decisions to be made – amount per thousand, permanent or not?
- d. Suncomm ability to flag runs in which a nature code may be changed would be appropriate.  
Aaron Markham, YFD checking with Brad Coughenour and had discussion with Stacie Garcia. Usually done immediately if it needs to be changed. Aaron Markham will follow back up. Discussion followed.
- e. Identify strategic initiatives – what should we prioritize and how should we accomplish the goals based off our SWOT analysis.
  - a. New members packet:
    - i. Identify material and other content to provide new board members
    - ii. Bylaws
    - iii. Meeting schedule
    - iv. Acronyms (EMS)
    - v. A years' worth of past minutes/agendas
    - vi. Past levy history – distribution
    - vii. General information about agenciesAaron Markham recommended adding levy renewal rules.
- f. Recruitment efforts – how can the groups assist to increase instructor pool (wages).  
Norm Childress was going to follow up. We will have to reset that and look at it again.



g. Bylaws

Sent out in the track changes mode. Review of changes sent. Make sure to make a virtual meeting open to public? Ron Anderson said we should check with legal for specific verbiage.

We should publish the meeting notices – meetings are on the EMS website, with the proper notice. (double check length of notification that is needed). These will be on the next meeting.

h. Overpayment of levy funds.

During the last meeting the office paid the additional levy funds, so as not to effect any departments during this time.

We will be receiving a letter from Dave Lynde, that will be going out to all the departments on the process for protesting the levy numbers.

9. Budget discussion mirrored budget from 2020 to 2021.

4125 – increased. Telephones decreased. Switched over to First Net for service from Verizon for cell phones.

There is a possibility of a 15% reduction in the Regional Funds. They are set to meet and may take a whole new look at how funds are distributed to the counties.

Some examples of professional services line item. Filming OTEPS, Ninth Brain and Website.

Gary Hanna motioned to approve the 2021 budget as presented. Julie Schilling seconded. Motion approved.

Updating terms – Gary Hanna is retiring. Jim Lange has offered to step in if Chiefs so desire. Les Riel, will have fire commissioners vote at next meeting in February to reappoint him. Dave Lynde will be on the local Council agenda for December for reappointment approval.

The RFP is going forward. There is a mandatory meeting on December 1<sup>st</sup> for all interested parties, proposals are due by January 12<sup>th</sup>, and contract would take effect July 1, 2021.

8. **Next Meeting: 09:00 Location TO BE DETERMINED (ZOOM Option will be available) February 10, 2021**

9. **Adjourned.** A motion was made to adjourn and seconded. **Motion passed.**