

**EMS Administrative Board
November 8, 2017**

1. Open the meeting

2. Approval of agenda

Les Riel made a motion to approve the agenda as submitted. Norm Childress seconded. Motion carried.

3. Introduction of attendees:

Board Members in Attendance:

Norm Childress	Tammy Pettis
Gary Hanna	Les Riel
Dave Lynde	Tim Smith
Ben Maltz MD	

Board Members Absent:

Aaron Markham	Phil Nelson
Rand Elliott	Tom Sevigny

Alternate Board Members in Attendance:

Nathan Craig	Julie Schilling
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Department of Emergency Medical Services

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

Guests – Joel Byam, YCFD#5

4. Open Public Input.

None

5. Communication

None

6. Approval of Previous Minutes

Les Riel made a motion to approve the previous minutes. Seconded by Nathan Craig. Motion carried.

7. Report from Chair

Will be completed under *Old Business*.

8. Reports from Committees and/or Agencies

a. EMT Course

We received 30 applications for the EMT course. We will be combining an EMR course and a RN to EMT Bridge course with the EMT course. At this time, we do not have any applications for EMR or RN to EMT Bridge.

Kittitas County recently ran a combined EMT and EMR course. Wendy is working with Cheryl Burrows on combining the courses.

We will be using ASHI to teach an Advanced First Aid Course in April.

- b. Dr. Ben Maltz is the new MPD. He will be coming over to Yakima for 2 days each month. He will spend the night here. He is currently reviewing the protocols and protocol testing.

In December he will be here on the 20th and 21st, so that he can attend the Yakima County Fire Chief's meeting. In January he will be attend the Yakima County Fire Chief's meeting and the Yakima County Fire Commissioners meeting.

9. Old Business

- a. Itemization of budget line item for Indirect Costs paid to the county.

The \$40,760 that is being charged to EMS for the Assessor services is based on the following:

Total Assessor expenses allocated is \$2,007,510. Total tax dollars collected for all taxing districts in Yakima County in 2016 (the most current year figures are available) \$194,922,027. EMS requested \$3,957,614 of that total, which is 2.03057% of the allocation.

The total expense allocated is multiplied by the percentage that is the EMS portion:

$$\$2,007,510 \times 2.03057\% = \$40,760$$

This allocation process has been used for several years. For comparison, the EMS indirect allocated expense for the Assessor in 2017 was \$42,040.

10. New Business

- a. Department review

Last year there were only 5 or 6 responses to the survey for department review. Considering using Google documents for the reviews.

Discussion on review. Split the reviews so that there is a board review, an administrator (fire chiefs and fire commissioners) review and a provider review.

The Board review will include the following:

- How many meetings did you attend
- What was your participation
- And then evaluation of manager

Would like to see more participation than last year. The questions will be put together by the chair and emailed out to the board members. A list of provider emails will be sent to the chair.

b. Term Expirations Reviewed

The term expirations were reviewed. For the next local EMS & Trauma Care Council meeting, we need to add the ambulance service representative to the agenda.

A letter needs to be sent to the Yakima County Commissioners to appoint Dr. Maltz as the new Medical Program Director representative to the EMS Administrative Board.

Commissioner Les Riel's term is expiring December 31, 2017. His appoint to the Board will be discussed and voted on during the next Yakima County Fire Commissioners meeting.

11. For the Good of the Order – Yakima County Fire Commissioners will have meeting on November 16, 2017 at Hoptown Pizza in Wapato.

12. Next Meeting is, February 14, 2018, 9 am at the EMS Office.

13. Motion to adjourn by Gary Hanna. Seconded Les Riel. Motion carried.