



**EMS Administrative Board  
 Special Budget Meeting  
 October 30, 2019**

**1. Open the meeting**

**2. Introduction of attendees:**

**Board Members in Attendance:**

|                                       |                                     |
|---------------------------------------|-------------------------------------|
| Norm Childress, County Commissioners  | Les Riel, Fire Commissioners        |
| Gary Hanna, Fire Chiefs               | Julie Schilling, Mayors Association |
| Dave Lynde, Ambulance, Chair          | Tim Smith, Fire Commissioners       |
| Tammy Pettis, EMS Trauma Care Council |                                     |

**Board Members Absent:**

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| Aaron Markham, Fire Chiefs | Tom Sevigny, Fire Commissioners |
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**Alternate Board Members in Attendance:**

|                        |                           |
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| Joel Byam, Fire Chiefs | Nathan Craig, Fire Chiefs |
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**Alternate Board Members Absent:**

**Department of Emergency Medical Services**

|               |            |
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| Antone Miller | Diane Koch |
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**Department of Emergency Medical Services Absent**

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| Wendy Moudy, EMS Operations Manager |
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**Guest(s)**

|      |
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| None |
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**3. Reports from Committees and/or Agencies  
 Director's Report**

Money left over in the 2019 budget due to Operations Manager being on catastrophic leave and not hiring the other position we budgeted for, as that person would be the Operations Manager assistant.

There are 3 projects that we would like to use the funds for:

- We are out of Narcan county-wide (expired doses). We are able to purchase Narcan for \$75 per dose and would like to purchase 200 doses. This would resupply all of the fire departments and YSO, since YSO purchased the original Narcan for the county using a grant and supplied not only themselves but the majority of fire departments. It is very important for YSO deputies to carry Narcan since they are usually the first on scene of an overdose.
- MCI (Mass Casualty Incident) unit. The City of Yakima has a heavy rescue that they are willing to dedicate as an MCI rig which would be available to any agency in Yakima County. The City of Yakima will maintain the rig and insurance.

Priced out the supplies necessary to get the rig up and running and it would cost about \$30,000 and would have the supplies to care for 100 patients. The county needs a MCI unit, we already had one



incident this year in Highland.

Discussion on items that expire. It is planned that as the items come in, we keep a running log of the expiration date. When it gets to be 6 – 8 months before the expiration date, we work with the hospitals to do an exchange program. Work with hospitals on replacing disposals about 6 months prior.

Discussion on an agreement with the city. Through the mutual aid agreements, the City will respond anywhere in county with rig and a 3-man crew. Tony will be lead. Positive feedback.

- Epinephrine and Nitro are considered control substances and cannot be flushed or thrown away. They must be disposed of properly, and must be in special containers. Would like to set up the EMS office as a collection site for the fire departments. SteriCycle is the company that does this and it would cost about \$1,200 for twice a year pickup. Cannot have over 2 pounds on site. The fire departments would need to bring in the drugs, which would be placed in bins and once it gets to a certain weight, then SteriCycle would be contacted. When SteriCycle picks up, we would get all of the proper paperwork.

Dave Lynde added, that you must declare that you will follow the interim pharmaceutical waste disposal policy with the Department of Ecology you can never have more than 2.2 pounds on site, nor store it for more than 180 days. Any vial/inhaler etcetera is never considered empty. You have to watch out for mass expirations. You have to be smart with it, for example, you have medicine that comes in a big box, and you do not want to throw the big box into the waste, but rather remove the vials of medicine to be disposed.

Something we have to been working on with staff and volunteers is that when cleaning up, you cannot put a vial in a red bag, because once this is done, then the whole bag becomes hazardous waste. Ambulance services will not be participating in the County program because you cannot have remote disposal sites. However, the argument can be made that we are the County and this is a county-wide program for the fire service.

- This would leave approximately \$9,400 to put back into our Reserve fund.
- Les Riel made motion to approve the above expenses, seconded by Julie Schilling. Motion passed.

#### 4. Financial Review

##### a. Financial Review 2020 Budget

**Projected Revenue** – Review of projected revenues. Total expected \$539,768, with a beginning balance of \$354,000.

**Projected Expenses** – Review of projected expenses. The following costs from Yakima County have increased: Indirect Costs up \$8000, Purchasing up \$200, Tech Services up \$3500 and Rent has stayed the same. Some of reasons for the increase in Tech Services is the cost of the workday implementation.

Supplies – Training increase because the cost of the EMT books have increased again.

Miscellaneous – Seminars increased because Wendy Moudy is resigning as of January 1. The new person will need to obtain their NAEMSE Instructor certification and will need to attend other courses.

**2020 Reserves** – Restricted Operational Float is at \$259,733. Designated Reserve for 2024 EMS Levy Ballot Expense. Capital Reserve (available) \$45,280. We need to send our formal reserve policy. Contact should be made with Craig Warner for a formal reserve policy.



Norm Childress has invited Dave Cook, Assessor and Ilene Thompson, Treasurer will be coming to a meeting to discuss formula. December meeting will be attending. November 13<sup>th</sup> is next meeting.

Directed from the board to contact the county to find out why such a huge increase in expenses from the county.

Tammy Pettis motioned to approve the 2020 budget as presented. Seconded by Julie Schilling. Motion passed.

**5. For the Good of the Order**

Discussion regarding discrepancies with the number of EMS calls run by departments per SunCom 911 for the EMS levy. The City of Yakima Fire Department annual report on their website shows approximately 2000 fewer calls for EMS then the number received from SunCom 911. The lower valley dispatch center uses a different report and the numbers are always different than what is supplied by SunCom 911. A universal report needs to be agreed upon for supplying the EMS run numbers each year for the EMS levy distribution including what calls will be counted. Dave Lynde will send an email to Brad Coughenour requesting clarification and will include the entire EMS Administrative Board.

**6. Next Regularly Scheduled Meeting:** November 13, 2019, 9 am at the Yakima County Resource Building Classrooms. Discussion on when the Assessor and Treasurer for Yakima County may be able to attend a meeting to discuss the levy formula. If the Assessor and Treasurer can attend the meeting on November 13<sup>th</sup>, then the meeting will be held on that date. If they cannot attend that meeting, the next alternate date that works for the majority would be December 12, 2019, 9 am. Norm Childress will make contact with the Assessor and Treasurer and work out the date.

**7. Adjourned.**