



Emergency Medical Services Administrative Board

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



EMS Administrative Board

November 2, 2022

1. Open the meeting

2. Approval of Agenda Les Riel moved to approve the agenda, Jim Brost seconded. Motion passed.

3. Introduction of attendees:

Board Members in Attendance:

Jim Borst, Fire Commissioners	Jim Lange, Fire Chiefs
Joel Byam, Fire Chiefs	Amanda McKinney, County Commissioner
Sam Glanzer, Fire Commissioners	Tammy Pettis, Yakima EMS Council
Kevin Hodges, MD, Medical Program Director	Les Riel, Fire Commissioners
Dave Lynde, Ambulance, Chair	

Board Members Absent:

Aaron Markham, Fire Chiefs	Open, Mayors Association
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Alternate Board Members in Attendance:

Dan Boyle, Fire Commissioners	Tim Smith, Fire Chiefs
Nathan Craig, Fire Chiefs	

Alternate Board Members Absent:

None

Department of Emergency Medical Services in Attendance:

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

Guest(s)

Alan Baird, Fire Chief, YCFD#3/Naches	Mike Costello, Councilmember, City of Selah
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4. Open Public Input - none

5. Communication – none

6. Approval of minutes: Les Riel made a motion to approve the minutes from the May meeting, Sam Glanzer seconded. Motion approved.

7. Reports from committees/agencies

Tony Miller, ES Director reported:

a. EMT Courses:

- Fall 2022 EMT Course is half way through and we are down to 9 students. There were some hiccups with this class, and we are making changes to ensure it does not happen again. There are 4 students, whose grades did not allow them to continue past the mid-terms. All 4 of those students have elected to come back and take the Winter 2023 EMT course. This fall class elected, to have class live on Thursday nights, rather than using Zoom.
- Winter 2023 EMT Course has 23 students, including 4 students that are retaking the course from the fall EMT course. We have an extremely mixed group of ages, education, and abilities in



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every class. We know that some of the students coming into the winter EMT course have learning disabilities and we will adjust as needed for those students. We did issue those students books a year ago, so they could start reading and studying.

- We do cap our EMT courses at 25 students. We had 35 for one course, we did not have enough instructors and it was overwhelming for our instructors.

- b. We are down instructors and are interviewing 6 new instructors today. Biggest dilemmas are Senior EMT Instructors (SEI). We are down to 2 SEIs Gary Conn and Brian Ireton. We are trying to find someone who is interested, but those that have expressed interest are not quite ready yet. Becoming an SEI takes a lot of dedication, as they are required to teach an entire EMT class, which means they must be here every night and Saturday during the course. Regular instructors earn \$20.63 and SEIs \$23.33. At CBC SEIs are paid \$50 per hour. Commissioner McKinney wants us to work with HR and see about reclassification for instructors.

- c. One of the instructors we are hoping to bring on will be helping with some office projects, such as moving all of our training records over to electronic records. Diane has been working like mad to purge our files (6-40 gallon trash cans of purged files) and clean out the filing room.

- d. The EMS Office is willing to become a cache for EMS supplies for Yakima County fire departments. That way instead of ordering direct from the manufacture, we would make larger purchases and hopefully get even deeper discounts than we currently receive, make getting supplies quicker, and avoid some of the supply chain issues that have happened. The way it will work, is that an agency would need to send in a request form for what they need, we would pull it out of stock for pick up and invoice the agency for the cost of the item(s). We will set minimum and maximum numbers for ordering and all of these supplies will be kept in a locked room and separate from the training supplies. If this Board is not interested in this idea, then we will not do it. If the board approves of the idea, it will be taken to the Fire Chiefs next.

- e. OTEP – we are finishing up this year (2022) and doing mostly makeups now. We have started on the 2023 OTEPs, Alex Langbell came in and filmed the first 2 OTEPs in October for next year and is working on the videos. He will be back in March to film the 2nd 2 OTEPs. We have talked to Alex about how to streamline the process. He is willing to leave some cameras with us so we can film and then send him the SD cards. We are working on the student text, quizzes, and workshops.

- f. Online Boise EMT course – we have had no word of anyone taking NREMT yet. There is one Nile person scheduled to test next week. The rest are not even close, and we are going on a year now.

8. Old Business

- a. Final Policy Review on outside EMT Class reimbursement – This policy will be emailed out by Tony to the Board. It would be a reimbursement of \$450. The changes made included paying the department and not the individual.

- b. Grant funding for the iSimulate equipment is going through Fire House Subs and it was just resubmitted as we did not get the grant award the first time we submitted. Fire House Subs grant is a real challenge. Every quarter they take 600 applications nation-wide, it opens at 6 am EST and it is generally closed by 6:01 am. Nikki, Grant Writer from OEM came in at 3 am to the submit grant.



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- c. ARPA Grant for Lucas Devices Commissioner McKinney reported that the BOCC have contracted with a national chain, CliftonLarsonAllen, LLP, that specializes in State and Federal grant reviews. They have completed their review of all 152 applications for a total of \$155,000,000 and we have \$48,000,000 available less \$10,000,000 to go back to County for loss revenue. We are now asking them to go back and look at the ones that are infrastructure related to identify the likelihood they would be eligible for the Federal Build Back Better and Jobs Grants. We want to take the time to make sure we are spreading the funds as far as possible. The BOCC has made the decision to fund the Crime Lab for \$2,800,000 (Commissioner McKinney dissented from that vote, as she wanted to stick with the process that has been put in place).
The BOCC has also made the decision to fund the following for YSO from the ARPA fund:
Armored Vehicle \$350,000
Creation of a Proactive Law Enforcement Unit that will serve warrants and will check up on people who consistently commit crimes \$4,002,567. This also includes a regional SWAT team. Currently City of Yakima funds vehicles, training, building and other agencies only pay for an officer's time. Currently the City of Yakima does not allow the SWAT team to go outside of city boundaries.
Creation and Funding of a Traffic Detective Position \$766,575
YPD \$350,000,000
Broadband \$800,000,000 to a billion dollars for Washington State and we expect to rank pretty high.
- d. Levy results/actions needed – meeting rescheduled before the election. Brief discussion on fair booth. More to come.

9. New Business

- a. Budget presentation – Tony Miller Budget is not yet finalized, but the numbers that we currently have were reviewed.
- Wages have not been fully ratified as of from yet
 - Indirect costs are going up, but we don't know what it is yet
 - Training supplies and equipment discussed. We are currently replacing manikins, as most are close to or worn out
 - We need to buy all new computers for the office, as none of our computers will accept Windows 11
 - Going to conferences again and we put more money into travel
 - We will need build fund to purchase equipment and supplies
 - No requests for funds for ProQA
 - The Lucas Devices went up 9%, we have to match the grant
 - MCI trailer in Fire Dist #5 to treat 40 patients
 - 30% for Tony's wages is going up 5%
 - Total reserves should be around \$480,000 including money for levy. Money for running levy and money for running the office for a half year
- b. White Pass Alan Baird – appreciate invite to come down. Issue has become harder the past few years. Need a new vehicle for responses, as vehicle is 20 years old. Especially over the last couple of years, the behavioral patterns we have seen more people using the White Pass for recreational area (all of Hwy 12).
The problem is that most of the land is federal or state, and the fire department does not get any tax money for it. Life span for vehicle is well past time. Looking to the future that vehicle does not really fit what we need.
We were looking at a type 3 engine because of the fires. BME representative with a Cal Fire engine for \$400,000. Comparable rig \$580,000. We are looking at alternatives for vehicles.
No matter what we do we will wipe out a lot of the budget. Finding a grant has been difficult.



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We will probably not respond to calls outside of our district on White Pass. Unless we get help through ARPA. There is an large increase activity is on medical side and not fire side.

If we pass the levy next week and then the new funding formula, you should get an increase in revenue in 2 years. Lengthy discussion followed on this issue.

Dave Lynde has brought this issue of defining boundaries and response areas before the Council and that he would need help making defined areas for each district so that it actually reflects where we have response. Visual aids and proof of areas not covered. It is a monster project. We have talked about this multiple times, but it is a huge project. Discussion on how the system works.

Vicious circle – we need to do the work.

Chief Baird, we don't take this decision lightly. It is hard to walk away from this, as we know we save lives. We are a volunteer department, so our people push past what we should do. There was discussion on the limited options available for all departments.

Dave Lynde, role at the region – this is something that the alarm needs to be sounded at DOH.

Dave will call today and let the region and state know.

Alan Baird – we are the last outpost for services. I would not sleep well at night if we did that. Not an easy decision.

c. Bylaws Review – Dave Lynde

The bylaws will be sent out for review to members. Members should look for errors. Set board terms, it should say 3 years, as there are 3 members for each group. Only one member should be up for reappoint or replacement each year.

d. Term expirations are coming up for Joel Byam, Sam Glanzer, Tammy Pettis, Jim Boyle, and Nathan Craig.

10. For the Good of the Order

a. 2023 Meeting Dates are February 8th, May 10th, August 9th, and November 8th.

Is this time and date still working for everyone. Suggest January, April, July, October (third week of October?) – October 18th? Let's wait, as we can see once the process is done this year.

Discussion on how the budget is done.

b. RFP Update – Commission McKinney - Joe Brusic, that this 3rd party agency wanted everything back by the 3rd week of October results. He is waiting for numbers. Commissioner McKinney is pressing to get this information. Fully expect there to be litigation, so we have to make sure everything can pass scrutiny.

c. We just made out final payment on the jail. Lease for YSO, is coming up for renewal. But the heirs have let the county know that they are not renewing lease, as they are tearing down the building and selling the property.

Look at Yak jail building, looking at YSO, Regional SWAT, EMS, OEM, Dispatch, and other departments.

Sell this building.

d. Nathan when we pass the levy. Should the levy pass with 0.25 cents. Should we keep 11.5% for the EMS office. Maybe we end up with a grant funding mechanism, to fund worthwhile projects. We need to either justify or reduce the amount we put into the admin side.

11. Next regularly scheduled meeting is 09:00 on February 8, 2023. In person is at the EMS Office in the classrooms. Zoom information will be forthcoming.

12. Commissioner McKinney made a motion to adjourn, seconded by Joel Byam. Motion passed.