

STAFF REPORT

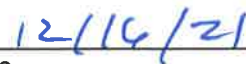
1. Chief Ford presented training, operations, logistics and VRT reports.
Training: Currently conducting in person CPR skills assessments, holding IV tech course in November.
Operations: The vaccine mandate should have little affect on staffing. The agency may lose one employee. We have one open EMT resident position.
Logistics: The Pine Creek Staff interacted with 10 people in July and 13 in August. Numbers were low this year.
VRT: The VRT has had 20 missions year to date; 13 last year for this time period. The ropes academy for new members is completed.
2. Kim Pitts reported that we are at 71% of the year. Both revenue and expenses in the operating fund are in line with where they should be for the year. Property tax collections will take place in October. A transfer from the excess levy to the operating fund was completed at the end of August with \$166,464 remaining to be transferred before year end. In the Skamania fund we expended 97% of salaries and 93% of budgeted benefits prior to the end of the staffing season. The fund balance is currently \$113,000 with an outstanding Title III invoice in the amount of \$17,757.72. We have expended \$175,787.27 for architectural and permit fees for the Station 2 building project.

ADJOURNMENT – Chair Jerry Olson adjourned the meeting at 3:25 p.m.

Next meeting: Thursday, November 18, 2021 at 2:00 p.m.



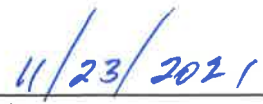
Chairman



Date



Attest



Date

North Country Emergency Medical Service

Administrative Board Meeting
Yacolt Administrative Building
300 W. Hoag St., Yacolt, Washington

Thursday, September 23, 2021

2:00 p.m.

Minutes

Due to COVID-19 precautions, the meeting was held using GoToMeeting.

MEMBERS IN ATTENDANCE

Bob Appling – Rural Yale-Cougar Area
Diane Bedell – USFS Mount St. Helens Monument (alternate)
Michelle Dawson – Town of Yacolt
Dale Grams – Skamania County Hospital District
Lori Homola – Rural Amboy area
Richard Mahar – Skamania County Commissioners
Jerry Olson – Cowlitz County Commissioners
D.E.B. Ward – Rural Yacolt area

ABSENT

Rebecca Hoffman – USFS Mount St. Helens Monument
Eileen Quiring O'Brien – Clark County Councilors
Winston Miller – PacifiCorp

STAFF: Chief Shaun Ford, Finance Manager Kim Pitts and Ambulance Biller Jodi Sparks.

CALL MEETING TO ORDER – Chair Jerry Olson called the meeting to order at 2:02 p.m.

APPROVAL OF MINUTES - Dale Grams made a motion to approve the minutes from the May 27, 2021 regular meeting, seconded by D.E.B. Ward and carried unanimously.

COMMUNICATIONS – No communications.

DISCUSSION

1. Jodi Sparks the new NCEMS ambulance biller, Michelle Dawson the new board representative for the Town of Yacolt and Diane Bedell the alternative USFS Mount St. Helens Monument were all introduced.

2. Chief Ford gave an update on possible LEOFF 1 retiree medical liability which is shared 50/50 with Fire District 13. The districts may start to incur some expenses. The Chief will keep the board posted.
3. Camilla Cok and Michelle Vo from Hennebery Eddy Architects presented drawings and a potential time line on the status of the Station 52 building project. The Type II land use site plan is currently waiting for county review. Jerry Olson requested that the board have input when the project is ready to bid.
4. Chief Ford gave a PowerPoint presentation with the highlights of the 2022 preliminary budget for the four agency funds.
5. Chief Ford asked if there was a need to keep Skamania EMS District #1 which is the area served by North Country EMS. The Skamania County Commissioners brought it up at the annual meeting with the Chief in June. Having the district requires Skamania County to file a zero dollar annual report since no taxes are collected as well as incurring audit costs. There were no strong opinions expressed either way.

NEW BUSINESS

1. Dale Grams made a motion to approve Resolution 2021-09-02 for adoption of 2022 preliminary budgets, seconded by Bob Appling and carried unanimously.

Operating Fund 6270	\$2,700,034
Excess Levy Fund 6271	\$ 645,460
Skamania Fund 6272	\$ 93,850
Capital Fund 6273	\$2,058,000

2. Dale Grams made a motion to approve the Authorized Positions & Pay Ranges for 2022, seconded by Lori Homola and carried unanimously.
3. Dale Grams made a motion to approve an update to the Ambulance Billing Policy adding language regarding property owners in Skamania County who pay taxes to Skamania EMS and Skamania Hospital District as approved at the January 23, 2020 administrative board meeting, seconded by Lori Homola and approved unanimously.
4. Dale Grams made a motion to approve Resolution 2021-09-01 for a Capital Outlay budget amendment for the purchase of two new snowmobiles, seconded by D.E.B. Ward and carried unanimously.
5. Bob Appling made a motion to approve the surplus of two 2000 Polaris snowmobiles VIN#3940 & 3941, seconded by Lori Homola and carried unanimously.
6. Dale Grams reviewed all claims and made a motion to approve claims for May, June, July, August and September, seconded by Lori Homola and carried unanimously.