

North Country Emergency Medical Service

Administrative Board Meeting
held at the Yacolt EMS Station
300 W. Hoag St., Yacolt, Washington

Thursday, March 25, 2021

2:00 p.m.

Agenda

ROLL CALL/CALL MEETING TO ORDER – Chair Jerry Olson

APPROVAL OF MINUTES – January 28, 2021 regular meeting – *Board Action*

COMMUNICATIONS

From the Board

Open Communications

Interested individuals are invited to speak to the Board on any issue. Citizen comment guidelines are available upon request.

EXECUTIVE SESSION

PRESENTATIONS AND DISCUSSION

1. Station 52 Presentation
2. 2020 Annual Report
3. Key Man Life Insurance update – split with FD 13?
4. COVID Sick Leave update

NEW BUSINESS

1. **Board approval to move forward with Station 52 building project** – *Board Action*

Summary: Since the initial presentation the project has been revised and the costing is more in line with what the agency may be able to spend for new living quarters and bay for the ambulance.

2. **Approval for submission of State Auditor's Annual Reports** – *Board Action*

Summary: RCW 43.09.230 requires that every local government prepare and submit financial reports within one hundred fifty days after the close of each fiscal year. North Country EMS is required to prepare Schedule 01 – income & expense, Schedule 09 –

liabilities, Schedule 15 - state grants, and Schedule 16 - federal grants along with Notes to Financial statements.

3. Approval to surplus 2011 Skidoo Snowmobile VIN#0861 – *Board Action*

Summary: The 2011 Skidoo Snowmobile was damaged in an accident on December 31, 2014 and North Country EMS' insurance subsequently purchased a 2015 replacement less \$1,000 deductible. The insurance company allowed us to keep the damaged snowmobile at the time to use for parts as the agency had an identical snowmobile.

3. Payment of claims – *Board Action*

Summary: Approve wages, benefits, and claims for January, February and March 2021.

STAFF REPORT

1. Chief and training report – Shaun Ford
2. Operations report – Bryce Shirley
3. Logistics & VRT report – Dennis Madler
4. Financial report – Kim Pitts

ADJOURNMENT – Chair Jerry Olson

Next meeting: Thursday, May 27, 2021 at 2:00 p.m.