 **Kittitas County Public Hospital District #2**

**BOARD MEETING MINUTES**



Meeting Date: Monday: June 20, 2019

Minutes of: Regular Meeting of the Board of Commissioners

Meeting Place: KVH Family Medicine Clinic, Cle Elum, WA

Minutes Submitted By: Scott Olander, Treasurer

**Call to Order:**

Regular Meeting: Call to order made by Commissioner Rogalski at 6:30 p.m.

**Introductions:**

Commissioners: Floyd Rogalski, Hartwig Vatheuer, Fred Benjamin and Kevin Nicholson. Melissa Becker was excused. Superintendent: Julie Petersen; Treasurer: Scott Olander; Ancillary Operations: Rhonda Holden; EMS Manager: Geoff Scherer. Guest: John Sinclair, Chief Kittitas Valley Fire & Rescue and Interim Chief Fire District 7.

**Approval of Agenda:**

Action: A motion to approve the agenda was made by Commissioner Nicholson and seconded by Commissioner Vatheuer. Motion carried.

**Approval of Minutes:**

Action: A motion to approve the minutes of the May 20, 2019 Regular meeting was made by Commissioner Vatheuer and seconded by Commissioner Nicholson. Motion carried.

**Public Comments/Announcements/Correspondence:**

**Guest Presentation:**

Chief Sinclair discussed history of the upper county Fire Districts and their working relationships with Kittitas Valley Fire & Rescue. Chief Sinclair has a signed contract to serve as Interim Chief for District 7 effective April 1, 2019. The contract can be terminated with two month notice by either party. District 7 hired 9 firefighter/EMTs as part of a SAFER grant. The grant requires that District continue to maintain these 9 positions for three years. Due to the rejection of the levy by District 7 residents, District 7 does not have funds to continue supporting all 9 positions. Chief Sinclair believes in collaboration and cooperation between the EMS providers and Fire Districts. District 7 is not a threat to Hospital District 2 for EMS services. Chief Sinclair reported that Kittitas Valley Fire & Rescue and District 7 are exploring forming a Regional Fire Authority.

Chief Sinclair reported that upper Kittitas County is growing four times faster than the lower Kittitas County. Due to the growth a levy increase is needed to meet surge capacity needs for upper Kittitas County residents. Chief Sinclair reported that the area covered by Fire District 7 is at significant risk for fire due to the remote nature where homes were constructed and the proximity of forest growth surrounding these homes. The bridge and road infrastructure leading to these sites is not adequate to handle the fire trucks and equipment that must respond to these isolated areas of the county.

**Operations Report:**

The Commissioners reviewed the written operations report and operating statistics for May 2019. Geoff Scherer reported that May transports were below budget by 22 transports. The variance is due to how the monthly budget was spread. YTD there have been 12 more transports than was budgeted and 28 more transports in 2019 than in 2018, an 8.8% increase. Geoff reported that Medic 7 (new ambulance) is working well. The new ambulances are too tall for the current ambulance station. Geoff reported that the air conditioning compressor in Medic 5 failed and will be repaired. Geoff reported that is difficult to recruit part-time EMTs. He does not have problems hiring full-time EMTs.

**Superintendent’s Report:**

The Commissioners reviewed the written report for May 2019. Julie reported that labor negotiations with IAFF occurred on May 28 and another meeting is scheduled for June 21st.

Julie reported that Dr. Wise will retire from the Cle Elum Family Medicine Clinic the end of June. Retirement Celebrations for the staff and community to honor and thank Dr. Wise are scheduled in June and July.

**Ancillary Report:**

The Commissioners reviewed the written report for May 2019. Rhonda updated her report about the Urgent Care Clinic. The bid to replace the sidewalks at Urgent Care was much higher than the city expected so the sidewalks will not be replaced in 2019.

**Finance Report:**

The financial statements for May 2019 were reviewed by the Commissioners. The review included a review of actual versus budgeted revenue and expense variances. Although May transports were below budget, the revenue for the month was very close to budget because the average charges per transport was greater than average charges per transport in the budget. YTD Total Revenue is $71,011 greater than budget. 2019 Total Revenue through May is $223,807 greater than 2018 Total Revenue. Expense controls resulted in a YTD favorable expense variances of $72,200. YTD Net Income is $168,229 compared to budgeted YTD net income of $5,127.

Scott provided first quarter operating results for the Cle Elum Urgent Care Clinic and Family Medicine of Cle Elum Clinic.

Action: A motion to approve the checks for May was made by Commissioner Vatheuer and seconded by Commissioner Benjamin. Motion carried.

**Open Door Clinic:**

Because monthly clinic volume is very low we will provide an updated report regarding the Open Door Clinic at the July meeting.

**Ambulance Station:**

There was discussion about the orientation of the ambulance station and the projected cost per sq. ft. The saving from building a station and smaller crew quarters are relatively small. Rhonda met with Commissioner Becker, Geoff and Medic One staff during June to make sure that their ideas and priorities were being considered in the design of the new station.

**Other Business:**

The Commissioners authorized Geoff to place an order not to exceed $227,000 for a new Medic 8 ambulance to be delivered in 2020. Motion made by Commissioner Nicholson and seconded by Commissioner Benjamin. Motion carried.

**New Business:**

Next regular meeting date: July 15, 2019 at KVH Family Medicine Cle Elum.

**Announcements:**

**Executive Session:**

There was no executive session.

There being no further business the meeting was adjourned at 8:31 p.m. by Commissioner Rogalski.