



# Kittitas County Public Hospital District #2

## BOARD MEETING MINUTES

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Meeting Date: Monday: January 16, 2017  
Minutes of: Regular Meeting of the Board of Commissioners  
Meeting Place: KVH Family Medicine - Cle Elum  
Minutes Submitted By: Julie Petersen, Superintendent

### **Call to Order:**

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

### **Introductions:**

Commissioners Floyd Rogalski, Hartwig Vatheuer, Fred Benjamin, Kevin Nicholson, Claire Nicholls; staff members Julie Petersen, Libby Allgood

### **Approval of Agenda:**

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

### **Approval of Minutes:**

Action: A motion was made by Commissioner Nicholson and seconded by Commissioner Vatheuer to approve the minutes of the December 19, 2016 Board Meeting as amended. Motion carried.

### **Public Comments/Announcements/Correspondence:**

None provided.

### **Operations Report:**

Commissioners reviewed written operations report. Mr. Scherer corrected YTD transports which were reported as 763. The actual number was 766. Volumes are up relative to the previous year and the 25 stipend shifts reported for the month approached the budget of 30. Ambulance M3 is back in service following repairs and is located at station 73. The recent MCI was discussed. The incident was well coordinated and the after action debriefing was constructive and well attended. Mr. Scherer indicated that all three HD #2 ambulances were in use during the incident and that a fourth would have been useful.

Mr. Scherer reported that he has been working with the State Auditors to finalize the 2013 - 2015 audit. There are four policies that they have requested: safeguarding of small and attractive assets, capital acquisition, spending authority and tuition reimbursement. An exit conference with the State Auditors is scheduled for 9:30 on January 30<sup>th</sup>. Commissioners Rogalski and Vatheuer will attend.

Mr. Scherer has been invited to attend the January 24<sup>th</sup> meeting of the Cle Elum City Council. The Council will be continuing their discussion regarding the relocation of HD #2 EMS to the CEFD facilities. Commissioner Rogalski and Benjamin and Superintendent

Petersen attended the City's January 10<sup>th</sup> meeting but the Council did not have a quorum. Commissioner Rogalski and Superintendent Petersen plan to attend the meeting on Monday January 24<sup>th</sup>, 7PM at the City of Cle Elum Council Chambers. The Commissioners instructed Mr. Scherer to communicate with IAFF representatives that discussions are ongoing regarding the move.

Staff was asked at the December meeting to determine how HD#2 was being charged by KittCom. Mr. Scherer reported that we are charged \$3.24 per communication. He provided the information below on anticipated 2017 call volume and costs for each of the agencies.

Agency	Dispatch RL	% RL	Assessment
Ellensburg Police Department	92,903	34.78%	\$310,296.02
Kittitas County Sheriff	75,802	28.38%	\$253,178.68
Cle Elum-Roslyn-S Cle Elum Police Department	15,920	5.96%	\$53,172.80
Kittitas Police Department	4,610	1.73%	\$15,397.40
Kittitas Valley Fire & Rescue	45,041	16.86%	\$150,436.94
Cle Elum Fire Department	2,934	1.10%	\$9,799.56
Roslyn Fire Department	978	0.37%	\$3,266.52
Kittitas Fire Department	765	0.29%	\$2,555.10
South Cle Elum Fire Department	142	0.05%	\$474.28
Kittitas County Fire District #1	1,365	0.51%	\$4,559.10
Kittitas County Fire District #3	1,802	0.67%	\$6,018.68
Kittitas County Fire District #4	655	0.25%	\$2,187.70
Kittitas County Fire District #6	995	0.37%	\$3,323.30
Kittitas County Fire District #7	11,702	4.38%	\$39,084.68
Kittitas County Fire District #8	1,454	0.54%	\$4,856.36
Kittitas County Hospital District #2	10,048	3.76%	\$33,560.32
	267,116	100.00%	\$892,167.44

**Superintendent's Report:**

Superintendent Petersen reported that she is working with Cheryl Burrows of Kittitas County EMS Division to reassemble the stakeholders group that was meeting from 2014 through 2016. Talks with Swedish Medical Group continue.

HD#1 is working with consultants on a two phase engagement focused on board development and strategic planning. HD#1 has engaged a firm to recruit a permanent CEO and hopes to have them selected and placed in April 2017.

Reports for Cle Elum Free Clinic were reviewed.

**Finance Report:**

The Financial Statements for December 2016 were reviewed by the Commissioners. Actual versus budgeted revenue and expense variances were reviewed and discussed. Commissioner Nicholls requested that the calculation for days cash on hand be included and that cash should be carefully monitored.

The Check Manifest was presented for review and discussion.

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

**Unfinished Business:**

Commissioner Benjamin requested that a six month analysis of the cost and benefits of the second 24 hour ambulance be performed and compared to the original estimates.

**New Business:**

Action: A motion was made by Commissioner Benjamin that Commissioner Rogalski continue as President of the Commission and that Commissioner Vatheuer continue as Vice President. Commissioner Nicholls seconded the motion. Motion carried.

**Announcements:**

The next regularly scheduled board meeting will be February 20, 2017.

**Executive Session:**

There was no executive session.

Meeting was adjourned at 7:34 p.m.