



## Kittitas County Public Hospital District #2 BOARD MEETING MINUTES

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Meeting Date: Monday: December 21, 2015  
Minutes of: Regular Meeting of the Board of Commissioners  
Meeting Place: KVH Family Medicine - Cle Elum  
Minutes Submitted By: Ed Day, Treasurer

### **Call to Order:**

Regular Meeting: Call to order was made by Floyd Rogalski at 6:37 p.m.

### **Introductions:**

Commissioners Floyd Rogalski, Hartwig Vatheuer, Fred Benjamin; and staff members Cathy Bambrick and Ed Day.

### **Oath of Office:**

Action: C. Fred Benjamin sworn in as Commissioner, Position 1, Kittitas County Hospital District 2.

### **Approval of Agenda:**

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

### **Approval of Minutes:**

Action: A motion was made by Commissioner Vatheuer and seconded by Commissioner Benjamin to approve the minutes of the November 9, 2015 special meeting as presented. Motion carried.

### **Approval of Minutes:**

Action: A motion was made by Commissioner Vatheuer and seconded by Commissioner Benjamin to approve the minutes of the November 16, 2015 regular meeting as amended. Motion carried.

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

None provided.

### **Operations Report:**

The Operations report was reviewed by Cathy Bambrick. Topics included labor management; comparative annual statistics for calls, patients, and transports; personnel and medic recruitment and hiring efforts; delivery of new Medic Unit; reimbursement of

duty boots for per-diem employees; Community Paramedicine; and resignation of the operations manager effective January 31, 2016.

Proposals for two, 24-hour medic units were distributed for consideration. Discussion of the proposals to occur at next meeting.

The metrics dashboard was reviewed and discussed. The dashboard report included metrics for Volumes, Calls by Zone, Agency and Service Level, Calls by Day of Week, Calls by Hour of Day, Medic One Service Level, Concurrent Calls, Patients Transported, Turnout Times, and Payor Mix by Charges.

Retention of the 2009 Medic Unit as a backup was discussed.

Action: A motion was made by Commissioner Benjamin and seconded by Commissioner Vatheuer to approve selling, as surplus, the 2009 Medic Unit when appropriate. Motion carried.

**Superintendent's Report:**

The Superintendent's report was reviewed by Cathy Bambrick. Topics included the status of the Free Clinic reports, community stakeholder meetings and follow up, and communications and marketing.

**Finance Report:**

The Finance report was reviewed by the Commissioners. Actual versus budgeted revenue and expense variances were reviewed and discussed. Additional topics included increasing investments and participation in the EMS System Fund.

The Check Manifest was presented for review and discussion.

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

A list of anticipated capital requests for 2016 was reviewed and discussed. It was noted that funding for capital items is determined as each request is officially made to the Board.

**Resolution No. 12-21-15-01 2016 Operating Budget:**

The revised 2016 operating budget was reviewed and discussed.

Action: A motion was made by Commissioner Vatheuer and seconded by Commissioner Benjamin to approve the resolution as presented. Motion carried.

**Levy Committee Update:**

Community presentations are continuing to be made.

**Virtual Urgent Care Proposal:**

The proposed Virtual Urgent Care program and shared cost estimate were reviewed and discussed. The decision to participate will be made after the February EMS levy vote results are known.

**New Business:**

The 2016 Board meeting schedule was reviewed.

**Announcements:**

The next scheduled board meeting will be January 18, 2016.

**Executive Session:**

The board entered executive session (personnel) at 7:50 p.m. for 15 minutes.

With no further business and no further action, the meeting was adjourned at 8:06 p.m.