



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

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Meeting Date: Monday: February 15, 2016  
Minutes of: Regular Meeting of the Board of Commissioners  
Meeting Place: KVH Family Medicine - Cle Elum  
Minutes Submitted By:

### **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 Nichols; staff members Rich Elliott and Ed Day; and guest Geoff Scherer.

### **Approval of Agenda:**

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

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

None provided.

### **Approval of Minutes:**

Action: A motion was made by Commissioner Nicholson and seconded by Commissioner Benjamin to approve the minutes of the January 18, 2016 regular meeting as presented. Motion carried.

### **Operations Report:**

The operations report was reviewed by Rich Elliott. The leave accrual grievance has almost been resolved; There is one employee still considering options. The Station 73-99 response area and census dividing lines was discussed; staff will make decisions on the medic unit response based on patient acuity and geographic location. Leadership will monitor the response times and coverage and make adjustments as needed. New BLS personnel, Taylor Dawson and Charity Plummly have almost completed their orientation. Whit Hoodlewis is working through the ALS status probation. There are currently 7 full time paramedics and one fulltime BLS employee. If we increase to 9 full time employees, we will likely hire a BLS employee from the existing per-diem staff and go to a 7-2 ratio. This model costs more but would save money long term. Geoff Scherer is orientating with Rich Elliott through the end of February. Rich will be available to assist whenever needed. KVFR is contracted to provide strategic support and assist with other Hospital District needs.

Delivery date for the third medic unit is scheduled for late October/early November 2016. Our vehicle fleet is significantly more stable; we should be able to maintain our current fleet for the next one to two years.

### **Superintendent's Report:**

The Superintendent's report was reviewed by Ed Day. Three months of Free Clinic reports were included in the board packet for review. The community stakeholder meetings will continue to meet in 2016 for Service Delivery options and the next meeting is March 2<sup>nd</sup>. Communications and marketing team placed an ad for your Tax Payer dollars at work and various EMS levy press items.

### **Finance Report:**

The Finance report was reviewed by the Commissioners. Actual versus budgeted revenue and expense variances were reviewed and discussed. January's billable runs were slightly higher than budget.

The Check Manifest was presented for review.

Action: A motion was made by Commissioner Nichols and seconded by Commissioner Benjamin to approve the Check Manifest. Motion carried.

### **Levy Committee Update:**

Commissioner Rogalski discussed the levy results which passed at a rate of 68.02%. Co-chairs wanted to thank everyone for their audio visual equipment, time spent straightening and putting up the signs and overall support of the levy.

### **Station Move**

Commissioner Rogalski, Vatheuer and Superintendent Cathy Bambrick toured KCFD 7 - Station 73. Commissioner Rogalski provided an overview of the remaining work to be completed prior to moving the second medic unit. Leadership is reviewing an updated space sharing agreement to reflect the move to Station 73 and Medic staff are working on the move logistics. KCFD 7 is not requesting reimbursement for use of the facility or to cover utilities.

### **Two, 24-Hour Medic Units Proposal:**

Rich Elliott provided an overview of three options for increasing our second medic unit to 24 hour status included in the board packet.

The Board approved moving forward with planning for option two, partnering with the local Fire Districts to provide shared BLS staffing including acquiring legal advice for the shared staffing model.

### **Virtual Urgent Care**

Virtual Urgent Care partnership with Kittitas Valley Healthcare was discussed including the need to market the services and have a two year out clause if the community does not use the service. Also discussed was the continued partnership with local pharmacies as prescriptions will not be available during the night.

Action: A motion as made by Commissioner Nicholson and approved by Commissioner Benjamin for a two year contractual commitment with Kittitas Valley Healthcare to provide Virtual Urgent Care. Motion carried. Commissioner Nichols requested timely billings and written reports from Kittitas Valley Healthcare.

### **New Business**

Resolution 02-15-16-01 Treasurer. A motion made by Commissioner Vatheur and seconded by Commissioner Nicholson to approve Resolution 02-15-16-01 Treasurer. The motion was approved. Ed Day mentioned he will no longer be the Finance Director but accepted a job as project manager with HRIS at KVH.

Resolution 02-15-16-02 Operations Manager to remove Rich Elliott as Operations Manager and replace with Geoff Scherer. Motion by Commissioner Nichols and seconded by Commissioner Nicholson. The motion was approved. Geoff Scherer has been working with KCPHD No. 2 since 1996. Has institutional knowledge about the Medic One program and is the Mayor of Roslyn.

Personnel and providers at Kittitas Valley Healthcare and KVFR are supportive of the selection of Geoff as Operations Manager.

### **Announcements:**

The next scheduled board meeting is scheduled for March 21, 2016.

The EMS Community Stakeholder meeting is scheduled for March 2, 2016 at the Putnam Centennial Center.

With no further business and no further action, the meeting was adjourned at 7:30.