



East Umatilla County Ambulance Area Health District

Medic 400

431 E. Main Street / PO Box 640

Athena, OR 97813

O: (541) 566-3813

F: (877) 469-6944



BOARD MEETING
February 15, 2024, 6:30 PM
Weston Fire Station
103 W. Main Street
Weston, OR 97886

Mission Statement	
It is the mission of the East Umatilla County Ambulance Area Health District (EUCAAHD) to provide the highest quality Advanced Life Support care in a timely manner while maintaining public trust through sound financial practices and accountability to those citizens we serve.	
In Attendance	
<u>X</u>	<i>Chrys Wernlund, President</i>
<u>X</u>	<i>Christine Erb, Director</i>
<u> </u>	<i>Chris Williams, Vice President</i>
<u>X</u>	<i>Sheila Jasperson, Director</i>
<u>X</u>	<i>Carol Kirk, Secretary/Treasurer</i>
<u>X</u>	<i>Michael Kobasa, Health Administrator</i>

MINUTES

- **MEETING TO ORDER**
Board President, Chrys Wernlund called the meeting to order at 6:33 p.m.
- **ROLL CALL**
The following guests were in attendance: Matt Hoehna, Greg Phillips, Terry Case, Jeremy Lasater, and Whitney Majors. Chris Williams was absent.
- **APPROVE/EDIT/ADD TO THE AGENDA**
Michael Kobasa would like to discuss one of the Medical Scholarships, so it will be amended under the Health Administrator Report.
MOTION: Christine Erb made the motion to approve the amended agenda.
SECOND: Carol Kirk
VOTE: Unanimously Approved 4-0
- **PUBLIC COMMENT**
- **MINUTES FROM LAST MEETING**
MOTION: Christine Erb made the motion to approve the Minutes from the last meeting as presented.
SECOND: Sheila Jasperson
VOTE: Unanimously Approved 4-0
- **TREASURER REPORT AND PAYMENT OF BILLS**
MOTION: Sheila Jasperson made the motion to accept the Treasurers report and pay the bills.
SECOND: Christine Erb
VOTE: Unanimously Approved 4-0



OLD BUSINESS

➤ MEDIC BUILDING DISCUSSION

Michael Kobasa has been speaking with Shawna Calvert. He was informed that they will assume all responsibility for the building. We would be listed as a Co-Insurer on the policy. She has not gotten a quote on it yet, due to not wanting the quote to expire prior to taking control of the building. They would like us to keep the garage and keep an Ambulance in the garage. They will cover all utilities and we will not have to pay any rent for use of the garage. Any changes or major repairs, they will take care of. The biggest question she had was about the second renter in the building, and what would happen to that renter. For Shawna Calvert to utilize the building as she plans the other renter would have to have something to do with the community. Shawna Calvert would prefer that if the renter stays if they would move to a different office. The current renter does Graphic and Web Design. The Board wants to discuss with the second renter the different changes that may go on. The other thing that she brought up was that initially, they will not have any income coming in when she first starts out. Shawna Calvert and Michael Kobasa have not discussed any numbers for rent yet. There will have to be some further discussion on this topic. Shawna Calvert is also waiting for the portion of the cyber-Security insurance quote. Michael Kobasa will get a number to start off the rental discussion. The board wants to get a couple of ideas in writing on what the agreement will consist of and have our attorney look it over.

➤ ZOLL DISCUSSION

The Zoll Rep could not make it this month to the board meeting. The price increase that was stated last month was a price increase with the new monitor that came out. The actual change between their new fiscal year for them would be a 5%-7% but could be up to 10% increase as of today. He did investigate the possibility of us purchasing the demo monitors but has not heard back yet. Last meeting, Chris Williams asked Michael Kobasa to get some numbers about where we would be at the beginning of the new fiscal year. Michael Kobasa told the board that in July we will carry over around \$383,000.00 for the rest of the year. The Board would like to meet with the Zoll Rep at the next board meeting.

➤ BILLING POLICY

There was a resolution stating that in our district we would bill \$500.00 for non-transport and \$750.00 for out-of- district non-transport. Chrys Wernlund was wondering if someone happens to come into the station for a blood pressure check, do we then charge them the \$500.00 non-transport claim? Chrys Wernlund is asking the board if we would like to discuss a change in the billing policy, based on community one on one. Michael Kobasa brought attention to the board about the repeat offenders that are going to take advantage of our service if we were to stop billing for some services. Chrys Wernlund wants a free blood pressure clinic or some type of service once a month if the Medics are available for that day and not on a call. This Policy will be tabled for later. Michael Kobasa will make a new copy of a billing policy to bring to the next meeting for the board to review. The new policy will have prices based on the services provided via type of call.

➤ SDAO CONFERENCE

The Conference this year was in Seaside, Oregon. Carol Kirk, Chrys Wernlund, Michael Kobasa and Whitney Majors attended. They brought back a lot of useful information, printed it, and put it in a binder.



NEW BUSINESS

➤ **MONTHLY EQUIPMENT STATUS**

Already Discussed and tabled the Zoll Discussion for next month.

➤ **MONTHLY SAFETY STATUS**

Everything is good.

➤ **IGA DISCUSSION**

Discussion After next topic.

➤ **BILLING UPDATES**

Last month Christine Erb asked Michael Kobasa to bring the monthly billing updates from Tactical Billing Group. The paperwork is around two months behind schedule. There is some fluctuation between the months, because of overdue payments. There was an overpayment from an insurance company that overpaid us in January that we will see in the next couple of months' reports. Christine Erb would like to see what the outstanding balance of the accounts is.

➤ **EMS COORDINATOR'S REPORT**

Michael Kobasa informed the board that one of the full-time employees, on the fire side of things, is thinking about quitting. He wants to know that if he decides to quit, if we can transfer his information from a full-time employee contract to a volunteer contract so he can keep the scholarship we have approved for him. He is currently in school and has not completed the course yet. Once the building is set, we are planning to have full-time firefighters and medical crews twenty-four hours a day. The Board has decided to make an amended contract with the original signed contract.

➤ **CONTINUE OF THE IGA DISCUSSION**

Chrys Wernlund has found a few items in the IGA that were not typed and amended in the current IGA. One was that the Fire Chief must have EMS experience preferred, five years or more, and the other one was to hold an EMS License. Right now, the Medic District sends \$57,000.00 per month to the Fire District. She also has the year-to-date amounts that the Medic district has paid the Fire district. When it is all added and averaged out per month it equals out to around \$57,240.00 a month. According to the year-to-date paperwork the only thing that Medic does not pay for is two items. The total yearly is \$660,000.00. Chrys Wernlund is wondering if we are going to be able to sustain the district on the amount. Please see attached email for more details. Chrys Wernlund was wondering how much we bring in from the taxes. In the final Audit has all the last years actual numbers. This discussion also brings into effect the discussion earlier about the billing policy and how we are going to bill. Further discussion of the IGA led to the decision to read the IGA and be updated with the current business practices, and to continuously be updated as needed. The main goal at this time will be to get the New Station built and go from there in the process of combining the districts. It should take around 12-18 months (about 1 and a half years) to combine both districts. There was some discussion about the email that Chief Dave Baty sent out to the board. The fact of the matter is that to merge the districts, the lines for the medical district and fire district must line up and match up. That is going to take some time to get them all matching so the lines are aligned. The Fire district can line their boundaries up the other districts, but the ambulance district lines are set by the ASA. The renewal was just approved for 10 more



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years for the Ambulance district. We can talk to Sage, from the county, to see what it will take to start redrawing the district lines. The boards believe we are still on the track to merge, as for the IGA Document, we must change some verbiage and update the IGA paperwork as needed. We will continue this discussion next month.

- **GOOD OF THE ORDER**
- **BUSINESS FROM THE BOARD**
No business from the Board.
- **ADJOURNMENT**
The meeting was adjourned at 8:30 p.m.

The next meeting will be March 21, 2024, at 6:30 p.m. at the Fire Station in Weston.

Chris Wernlund
PRESIDENT

March 21, 2024
DATE

Carol Kirk
BOARD SECRETARY

3/21/2024
DATE