



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
January 18, 2023, 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>X</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 Vice President, Chris Williams called the meeting to order at 6:31 p.m.
- **ROLL CALL**
The following guests were in attendance: Matt Hoehna, Greg Phillips, Jeremy Lasater, Whitney Majors. Chrys Wernlund and Christine Erb were attending on Zoom.
- **APPROVE/EDIT/ADD TO THE AGENDA**
MOTION: Carol Kirk made the motion to approve the amended agenda.
SECOND: Sheila Jasperson
VOTE: Unanimously Approved 5-0
- **PUBLIC COMMENT**
- **MINUTES FROM LAST MEETING**
MOTION: Sheila Jasperson made the motion to approve the Minutes from the last meeting as presented.
SECOND: Christine Erb
VOTE: Unanimously Approved 5-0
- **TREASURER REPORT AND PAYMENT OF BILLS**
MOTION: Chrys Wernlund made the motion to accept the Treasurers report and pay the bills.
SECOND: Sheila Jasperson
VOTE: Unanimously Approved 5-0

OLD BUSINESS



➤ **MEDIC BUILDING DISCUSSION**

Last month Shawna Calvert came and had a Presentation about what we are going to be doing with the Medic Building after we move into the New Station. Possibility of renting out whole building. Michael Kobasa did take Shawna and her Husband Marc, around and showed them the whole building including the basement. They are still very interested in it; their plans are to re-do the basement. Adding drywall, painting and covering everything. They are more than willing to take on the entirety of the risk. All the insurance, with no risk to the district and a possibility of a year-to-year lease. They have no interest in the Ambulance garage, so we would keep and use that, and they would assume all costs of repairs to apartment and building. We would just have to decide what a reasonable amount per month/yearly rent if we want to proceed. Matt Hoehna would suggest that everything can be addressed in an agreement. Just come up with an agreement, with an offer, the schedule, the fees, who is paying for what, the term of agreement and lease. Also in that same note, we will become a landlord, and will oversee upkeep and any problems that will arise. The Board would also like a copy of the insurance policy that they will be using, just for our records. Looking into having an attorney writing up an agreement or contract with everything stated and specific. The Board would like Michael Kobasa to engage with Calvert Consulting to start laying out a proposal for rental Terms, to get some kind of basic framework.

➤ **MEDIC AUDIT STATUS**

Audit has been completed. The Plan of Action will have to be signed by the Governing Body Chair, the Health Administrator, and a witness, then it will be sent off to the State.

➤ **IFT**

There have not been any calls yet.

➤ **SDAO CONFERENCE (POLICY AND PROCEDURE)**

There was a question asked at the last board meeting, about the Policy and Procedures on paying for meals for family members that went to conferences with Fire or Medic Member. Michael Kobasa has gone through the whole Ambulance Policy and Procedures Manual and has found nothing regarding paying for family members. But we will pay for gas for the vehicle that they are driving, and the Hotel. Board Members and Employees will be accountable for family and/or spouse during whole trip.

NEW BUSINESS

➤ **MONTHLY EQUIPMENT STATUS**

The repairs in the Ambulances are done, so both ambulances are running at full capacity. The Stair chairs are great and have been very helpful moving people around in the snow. The Zoll Monitors that were brought up last month, the Zoll rep came out and did some adjustments on the quotes, it's not a big difference but be aware that the monitor out in helix, per FDA Regulations, that monitor is no longer supposed to be used. The Series E monitor that is out there has been discontinued and they will not even touch it. In the next two years everything will need to be replaced, because everything is being updated with new software. The new monitors with the trade in value of the old monitor we have already, and getting the updates for the ones we use, will cost around \$121,744.64. These prices will go up in June to a minimum of \$210,000.00. The new Monitors will improve our CPR quality ten-fold. The machines give feedback on everything, correct breathes at the correct rate, the correct amount of chest compressions. The breakdown of the price is



\$80,788.16 for the two new monitors with no equipment necessary to use them. To refurbish the monitors that we have will be \$11,096.00. Michael Kobasa would like to get two new monitors and refurbish the two that we have. If we purchase the two new ones then we would not have to use loaners, that has no guarantee and unsure on the timeline of when we would get ours back. We currently have a Medic Rescue Vehicle with no monitor currently. The money would come out of contingency, and possibly the building fund if we decide to rent out the building. Michael Kobasa will investigate possible ways to purchase or come up with money to purchase these items. Chris Williams would like to see what the budget is before the board decides on purchasing these items. Michael Kobasa would like to order another family of mannequins to bring the CPR Class up to train more community members at one time. The class will now have 18 members instead of 12. The price is \$686.00 for one family. There will be CPR training once a month in each community. We will charge for businesses and companies but will be free for community members.

MOTION: Chrys Wernlund made the motion to approve the purchase of another family of mannequins.

SECOND: Christine Erb

VOTE: Unanimously Approved 5-0

➤ **MONTHLY SAFETY STATUS**

The Safety Committee has been working on a criterion for operating the UTV. It has been submitted to Chief Baty for review. We are currently looking for other operations to do a training rodeo per-say. The UTV will not be used until we get training for it. We did have an employee slip and fall on the ice earlier this week, they have filled out an incident report, and presented it to the safety committee. Employees are now recommended to year the Yak Tracks on their feet, every rig has them in the doors. Winter driving reminder as well, slow down and break gingerly.

➤ **BILLING POLICY**

In the last couple months Chrys Wernlund has been approached by Chief Dave Baty, regarding a couple different scenarios that have happened, where she has been asked to waive the fee for one reason or another. Each incident she has decided. This last one we were called out on a medical call and there was no transport, the gentleman had passed away prior to us getting there and though our crew did the best they could, the coroner was called. Technically we bill for things like that, even though there was nothing we could do. Back in 2020 the Medic board voted unanimously that we bill for everything, even non-transport. Health Administrator Michael Kobasa informed the board that the district was hemorrhaging money and equipment, and not transporting, which is why they voted for this billing plan. Michael Kobasa has also made it clear to his crew that we if there is no patient contact is made, we do not bill, if the patient is already deceased, we do not bill, but if contact is made and the patient survives, then we will bill per policy already in place. Chris Williams states that not just one person should be making the decision to bill or not. Chris Williams would also like to suggest that we have a policy that if we show up and find the patient already deceased then we will not be billed. Chrys Wernlund would like to review our billing policy. Michael Kobasa will send out the billing policy, that way we can make changes and reviews before the next meeting.

➤ **FIREMED MEMBERSHIP**

No one has been getting back to Michael Kobasa or Chief Dave Baty. They have not returned phone calls or emails. They do not cover anything that is not necessary. The board has decided that Fire Med is not going to be necessary.



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➤ **BANKING WITH CAROL**

Carol Kirk was concerned about something that she had seen on the online banking. She was unsure about the situation with the administrator and the sub-user accounts. Also, what Authority the users will have.

➤ **EMS COORDINATOR'S REPORT**

No Questions about the report

➤ **GOOD OF THE ORDER**

Christine Erb would like to have monthly reports from TBG and the billing amount for the month of January 2024. The Board would also like to discuss the IGA over the next couple of months and cover any changes coming this next fiscal year.

➤ **BUSINESS FROM THE BOARD**

No business from the Board.

➤ **ADJOURNMENT**

MOTION: Carol Kirk made the motion to adjourn the meeting.

SECOND: Sheila Jasperson

VOTE: Unanimously Approved 5-0

The meeting was adjourned at 7:32 p.m.

The next meeting will be February 15, 2023, at 6:30 p.m. at the Fire Station in Weston.

Cheryl Wernick
PRESIDENT

2-15-24
DATE

Carol Kirk
BOARD SECRETARY

2/15/24
DATE