



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) 469-1



BOARD MEETING
August 17, 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> Chrys Wernlund, President	<u>X</u> Christine Erb, Director
<u>X</u> Chris Williams, Vice President	<u>X</u> Sheila Jasperson, Director
<u>X</u> Carol Kirk, Secretary/Treasurer	<u>X</u> Michael Kobasa, Health Administrator

MINUTES

➤ **MEETING TO ORDER**

Board President, Chrys Wernlund called the meeting to order at 6:30 p.m.

➤ **ROLL CALL**

The following guests were in attendance: Greg Phillips, Terry Case, Matt Hoehna, Jason Hall, Dave Baty, Whitney Majors, Jeremy Lasater, Jennifer Davison.

➤ **APPROVE/ADD TO THE AGENDA**

Michael Kobasa has something to add to the agenda, under new business there is a letter that needs to be approved or disapproved. Jeremy Lasater also has the email accounts to be added to the agenda.

MOTION: Christine Erb moved that the agenda be approved with the additions that the letters be reviewed and the email accounts to be discussed.

SECOND: Chris Williams

VOTE: Unanimously Approved 5-0

➤ **PUBLIC COMMENT**

No public comment.

➤ **MINUTES FROM LAST MEETING -**

Amend the meeting minutes, Oath of office was Sheila Jasperson, not Chris Williams.

MOTION: Carol Kirk moved to approve the minutes as amended for the July 15, 2023, Board Meeting.

SECOND: Sheila Jasperson

VOTE: Unanimously Approved 5-0

➤ **TREASURER REPORT AND PAYMENT OF BILLS**



Chrys Wernlund had a few questions that had been emailed to Whitney Majors that had been answered. Chrys Wernlund did have something that caught her eye, it was a bill that we paid to Mountain Men Medical. Michael Kobasa explained that it was a Pre-Hospital Trauma. It is not required, but Michael Kobasa has made it a requirement for our Staffed employees. Everyone staffed now has that training. Chris Williams had a question about the payroll expenses by class, for Andy Fournell, his insurance was posted twice. Whitney Majors has explained the issue, and JoAnn McKern and her are working on it.

MOTION: Chris Williams moved to accept the treasurer's report and pay the bills

SECOND: Christine Erb

VOTE: Unanimously Approved 5-0

OLD BUSINESS

➤ **IFT CONTRACT**

Michael Kobasa informed the board that a different individual started this, and he is piecing it back together. He has spoke to two individuals earlier this week, at St. Mary's, its approved at the hospital level but we are waiting for it to be looked at by the Legal Team. As of now there are no problems, and they are looking forward to working with us. As of now we are in a holding pattern.

➤ **UTV STATUS UPDATE**

Nothing has changed since last month. Still shooting for September.

➤ **RBH CONTRACT**

Got the contract in the mail last week, Contract and the agreement for Services. They will start as soon as the contract is signed and sent back.

MOTION: Chris Williams moved to accept Proposal for the RBH Contract and Audit

SECOND: Carol Kirk

VOTE: Unanimously Approved 5-0

➤ **MONTHLY SAFETY STATUS**

The Tahoe arrived this week, it will be taken and decaled this week. It will be Licensed and Radios will be installed, and insurance will be put on it. Same Recalls are the same as last month for the ambulance in Adams. Nothing is broken and no one has been hurt.

➤ **SCHOLORSHIP CONTRACTS AND REVIEW**

Volunteer contract and employee contract. Chrys Wernlund has a concern about the wording of the contract. For furthering the EMT education, should it be Medical, Michael Kobasa said its for furthering the EMTB education. Chris Williams asked how Michael Kobasa would define an active Volunteer. Michael Kobasa informed them that it would be the requirements of completing the training and at least ten shifts per year. The Board agreed that the shift amount should be twelve shifts per year. A shift is a full 24hrs.

MOTION: Christine Erb motion to accept employee and volunteer scholarship contracts as written.

SECOND: Sheila Jasperson

VOTE: Unanimously Approved 5-0

➤ **MOTION: Chris Williams made a motion that Medic Board recommend the reserve agreement to the Fire Board.**

SECOND: Christine Erb



VOTE: Unanimously Approved 5-0

➤ **ADDENDUM TO THE IGA**

Discussion for the IGA. By this Resolution the East Umatilla County Ambulance Area District Board of directors hereby adopts and will abide by the Personnel policies as stated in the East Umatilla Fire and Rescue Policy Handbook.

MOTION: Carol Kirk moved to approve and sign the Resolution.

SECOND: Chris Williams

VOTE: Unanimously Approved 5-0

NEW BUSINESS

➤ **NEW IGA AMOUNT TO COVER ADDITIONAL EXPENSES**

The amount of the current IGA is \$55,000.00 a month, but based on the additional incentives will be bumped up to \$57,000.00 a month.

MOTION: Christine Erb Motioned to adopt the new IGA amount to be \$57,000.00 and pay the extra \$2,000.00 to catch up.

SECOND: Carol Kirk

VOTE: Unanimously Approved 5-0

➤ **ADDING MICHAEL KOBASA TO THE BANK ACCOUNTS**

Carol Kirk and Chrys Wernlund were wondering who was on the Bank Accounts. The Board was wondering how many people are allowed in the Bank Accounts. Chrys Wernlund's Question was "Who all does that Board want to have access to the Bank Accounts?" The discussion was to have Chief Dave Baty, Carol Kirk, Chrys Wernlund, Michael Kobasa, and Whitney Majors to be placed on the Bank Accounts and all other names removed. Also keep the two signatures on the checks.

MOTION: Motion to amend any signatures, to Chrys Wernlund, Carol Kirk, Chief Baty, Administrator Kobasa, and Whitney Majors and all other names removed, with two signatures on each check.

SECOND: Chris Williams

VOTE: Unanimously Approved 5-0

➤ **DISTRICT EMAILS**

Jeremy Lasater has set up Board Member emails, informed the board that some of them will have two emails because of the separation of the boards. Has informed the board to ask legal about combining emails for both boards under one domain. Terry Case asked if the firefighters and Medics have two separate accounts? The answer is no. They will discuss this further and decide at a later date.

➤ **EMS COORDINATOR'S REPORT**

Michael Kobasa has found a cheaper AEMT Class in IDAHO. The Cost is \$1000.00 cheaper per student. They started this week and will be done in November. They will go over to Boise for 4 days for the skills assessment, then take a test. Then they will be done. There has been interest in an EMTB reserve position job opening, when it becomes available.

➤ **PICTURES OF THE BOARD FOR THE WEBSITE**

➤ **CHIEF'S REPORT**

No questions on the Chief's Report

➤ **BUSINESS FROM THE BOARD**



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No business from the Board.

➤ **ADJOURNMENT**

The meeting was adjourned at 7:07 p.m.

The next meeting will be September 21, 2023, at 6:30 p.m. at the Fire Station in Weston.

Chris W. Leonard
PRESIDENT

9/21/2023
DATE

Carol J. Jick
BOARD SECRETARY

9/21/2023
DATE