



East Umatilla County Ambulance Area Health District



Medic 400

202 Banister Rd

Weston, Or 97886

/ PO Box 640

O: (541) 566-2311

Athena, OR 97813

F: (541)566-7400

BOARD MEETING
February 20, 2025, 6:30 PM
Weston Fire Station
202 Banister Rd
Weston, OR 97886

Table with Mission Statement and In Attendance list. 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: Chrys Wernlund, President; Chris Williams, Vice President; Christine Erb, Secretary/Treasurer; Ray Denny, Director; Dave Baty, Fire Chief.

MINUTES

- MEETING TO ORDER: Board President, Chrys Wernlund called the meeting to order at 6:35 p.m.
ROLL CALL: The following guests were in attendance: Matt Hoehna, Greg Phillips (Phone), Marc Calvert, Terry Case, Jill Alexander, Andy Fournell, Jeremy Lasater.
MINUTES FROM LAST MEETING: MOTION: Chris Williams made the motion to approve the Minutes from last meeting as presented. SECOND: Ray Denny VOTE: 4-0
APPROVE/EDIT/ADD TO THE AGENDA: Chrys Wernlund would like to add to the agenda: Job hiring - recruitment for staff and administrator under New Business/Summit meeting. Under Reports: Chrys Wernlund wants to do a medical report for monthly billing, runs, and quarterly collections. A second report for resolutions, and a third for Insurance. MOTION: Ray Denny moved to approve the agenda as revised. SECOND: Christine Erb VOTE: 4-0
TREASURER REPORT AND PAYMENT OF BILLS: Chris Williams questioned EUFR Profit & Loss that shows the medic break-out. BLS Medic is very high. (\$42,622) Chris Williams questioned why IGA Transfer hasn't been made in 3 months, and why 2 checks in January only



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had one signature. Chris Williams mentioned the large balance in their EO bank account. They would like to transfer funds to State GIP general fund account, which will receive more interest. Chris Williams asks who is paying the bills, and who is doing the reconciliations. JoAnn McKern is. Chris Williams asks what the long-term plan is. Jill to be trained by JoAnn on AP. Kathy Spratling will continue to do Payroll.

MOTION: Chris Williams moves to transfer 250,000 out of EO to the LGIP general fund, and to have Kathy Spratling “do” the end of month reconciliations.

SECOND: Christine Erb

VOTE: 4-0

MOTION: Chris Williams moves to Pay the Bills.

SECOND: Ray Denny

VOTE: 4-0

MOTION: Ray Denny moved to approve the Financial Report.

SECOND: Chris Williams

VOTE: 4-0

➤ **PUBLIC COMMENT**

No public comment.

OLD BUSINESS

➤ **SCHOLARSHIP REVIEW**

Chris Williams asks about the 2 people that are no longer employed with the district and what the payment plan is for them. Chief is going over employee contracts to find this information. More discussion on training for Cornilius, McCuiston, Magee, Fournell and Reasor & Spencer. Chrys Wernlund questions if the contract states that employees must give us 2 years of employment if training is paid for by the district. Chief will get information. Med Board would like to keep Scholarship Review on Old Business until contracts can be reviewed. Med Board will be looking at contracts to make adjustments for future and asks what we can do to help them be successful in their trainings. Chief comments. Possible payment plan discussed, or possibility of non-reimbursement going to collections. Discussed two applicants that are both FF/Paramedic, so no Scholarship required.

➤ **ETHICS TRAINING**

Christine Erb and Chris Williams are signed up for March, 2025. Ray Denny is finished with Ethics training.

➤ **ELECTIONS**

Opened in February, closes in March 20th. Chris Williams asked if we advertised that there is a vacant position. Chris Williams commented that it would be good to advertise a med board “vacancy” opening on our social media page. Discussion about who has access to our website. Jeremy and Jill. Christine brought up that the job posting on our website has Michael Kobasa as the contact. Jeremy has not had time to make many changes as it was very recent that he was able to access. Chris Williams asked if Susie Woolbright could also advertise. Ray Denny commented that maybe we could put this info on the Weston/Athena and Helix social media pages as well.

NEW BUSINESS

➤ **SUMMIT MEETING**



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Board members mostly positive about meeting, and the turnout. Agreed that the time frame would still be 3, 4 or 5 years out to combine entities. The information Dave Peters shared of entities coming together was impressive to the Chief. e.g. Salt Lake. Discussion continues of possibilities.

➤ **JOB HIRING (added to Agenda)**

Discussed what positions are open. FF/Paramedic. Dave Baty introduced new FF/Paramedic, Randall Bowman. He shared his background, training, and completion of eval in Pendleton and EUFR. This has helped take the pressure off of Andy Fournell, and cut down on OT. Chris Williams asked Chief to explain the hiring process. Chrys Wernlund stated that the Medic board is continuing to review the Administrative position and shared a job description with the board. Discussion between Chief Baty, Chris Williams and Chrys Wernlund on what would work best between a 40hr week position or working shifts. Chief strongly suggests shift work is the best way to avoid disconnect and be properly trained. Matt Hoehna added that more of an Operations Chief/Certified Paramedic may be suitable. Position will be discussed in more detail at March board meeting.

➤ **PAYROLL / PAY SCALE**

3 Certified FF/EMT being paid an unfair wage was discovered. Chief Baty expresses his emotional disappointment in not realizing this. These employees will receive back pay. Wages were further discussed. Chrys Wernlund asked about a Pay Scale model that had been previously presented. Chrys questioned their vote on this topic as the employees affected were certified fire fighters. Chris Williams asks Chief Baty to explain the proposal about different number of hours worked per week and how over time it would be assessed. Chief Baty responds with examples. Chief has Pay Scale chart but didn't have access to it. Christine Erb believes that they voted on an agreement a couple years ago that showed different levels, and possibly the number of years. This should be in the Minutes. Number of years played into the "Longevity pay," per Chris Williams. To be fully compliant all agree that the chart should show what they were paid, and what they get paid now. Matt Hoehna suggests to have a document that says these are the shift that everyone works, how it works, the pay scale, step 1 thru...., and are minimum pay is... Chief states the importance of keeping a level of Viability. Chief will be sending the chart to the board. Chrys Wernlund thinks raises need to happen Sept 1st, and July 1st we can implement the budget. Talk about budgeting for upcoming anniversaries, or levels. Chief states that employees must have annual reviews. Christine Erb would like the board to know when employee anniversaries are coming up. Jill to send notices to board.

➤ **SAFETY /EQUIPMENT/ REPORTS**

Chief covers 6 X is about 95% done.
No 801's, no safety accidents.

Each Morning Brief they review one policy in the Policy Manual. This week they reviewed record retention, but the last 3 or 4 reviews have been safety related.

➤ **MEDICAL REPORTS (added to Agenda)**

Chrys Wernlund stated that they would like to start see something to the effect of Quarterly Collections through Tactical Business Group...What is our outstanding uncollected balance on bills. They would also like to go back to seeing the number of runs, whether they were lift assist, medical, transport, etc. a breakdown of those, and for Monthly Billing, they want to know how much did they bill out, how much did we collect (shows what came in on financial reports), but they want to know how much was billed that month and what the outstanding balance is. Runs may be able to be pulled off whatever program they are reporting runs to. Chief states that Angie from TBG may be able to give us this information. Chrys Wernlund spoke about Resolutions, and how they used to be presented. Example was letting the board know what was being put into the Policy. Last Resolution they did was 24-7, which stated that we were adopting the fire board policies. They want to start implementing this again.



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Building Insurance – See email sent by Chief Baty.

Chris Williams asked for 3 more bids. Christine Erb asked to see the reports so they could compare costs.

➤ **CHIEF REPORT (EMAILED)**

Christine Erb asks how often we have to call in Pendleton staff. Chief states 4 or 5 times since our staffing challenges began December 2024. Christine Erb asks who is covering some of Michael's past duties. Andy has been covering a few of these duties and doing them well. Chrys Wernlund asks about DMV issues and if they have been resolved. Curtis Papineau has been in charge of this.

➤ **BUSINESS FROM THE BOARD**

Chris Williams asks when the sign will be installed. Chief explains. Reflectors should be out on curbs soon as well.

➤ **ADJOURNMENT**

MOTION: Ray Denny moves to adjourn

SECOND: Christine Erb

VOTE: 4-0

The meeting was adjourned at 8:00 p.m.

The next meeting will be March 20, 2025, at 6:30 p.m. at East Umatilla Fire & Rescue Station in Weston, OR.

PRESIDENT

DATE

BOARD SECRETARY

DATE