



East Umatilla County Ambulance Area Health District  
**Medic 400**

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**Meeting Minutes**  
**October 20<sup>th</sup>, 2022, Board Meeting**

**Call to Order:** 6:36pm by Chrys Wernlund

**Roll Call:** Carol Kirk, Christine Erb, Chrys Wernlund, Chris Williams, Kim Herron

**Guests:** Chief Dave Baty, Matt Hoehna, Terry Case, Rachelle Lasater, Juan Avila, Sheri Allen

**Approve Agenda:** Motion to approve the agenda made by C. Williams, C. Erb seconded the motion. All voted in favor (CW, KH, CW, CK, CE), none opposed (0).

**Public Comment:** None

**Approve Minutes from September 15<sup>th</sup>, 2022 meeting:** C. Kirk moved to approve the board meeting minutes from the September 15<sup>th</sup>, 2022 board meeting. K. Herron seconded the motion. All voted in favor (CW, KH, CW, CE, CK), none opposed (0).

**Accept Treasurer Report for September 2022 and approve paying bills:** All board members were emailed the financial documents for the month, prior to the meeting, for their review. All board members present at this meeting have reviewed the financials and C. Kirk (treasurer) has reviewed the profit and loss statements for September and has signed off on them.

C. Wernlund has spoken with JoAnn regarding the \$55,000 she asked about at last month's meeting and was advised that it is a transfer of funds from one of our accounts (LGIP) to the other (BEO) to cover the IGA payment, monthly. It is not "additional income". There was also a question about the WTech Link payment and why it is on our budget line item rather than included in the monthly IGA payment made to EUFR. It was determined between board members that it is an annual payment for internet at the ambulance station.

C. Williams moved to accept the treasurer report and to pay the monthly bills for October, C. Erb seconded the motion. All voted in favor (CW, KH, CW, CE, CK), none opposed (0).

### **Old Business:**

**Audit:** Everyone (board members) has received a letter from RBH Group and most have filled it out and mailed it back. K. Herron advised she will check to make sure she has mailed it back as well. Chief Baty stated that we are following what they say.

### **New Business:**

Total Medical Calls for Service September 2022: 33 (YTD 344)

**Upcoming Flu/COVID Vaccination Clinics:** Rachelle stated that she has been in contact with the Oregon Immunization Program; however, they will not award “free” doses for adults, only the VFC (vaccines for children) doses (0-18 years of age, on Medicaid or other qualifiers only). If we were to proceed, we would be required, by the OIP, to purchase doses ourselves, because the stipulation for receiving VFC doses is to offer the same number of doses to those who do not qualify for VFC. Vaccination clinics will not be scheduled until/unless the state can provide adult/insured doses.

**New HVAC:** Tiffanie emailed the two quotes to board members (Thews and Grassi) along with an explanation for her recommendation of Thews (\$12,000 for removal of old 2 ton unit, installation of new 2 ton unit and sheet metal curb adapter, and reconnection to existing wiring/piping/drain, also permits, start up and testing, and 1 year Thews warranty on installation labor in addition to manufacturer’s warranty) over Grassi (\$10,213.00 for removal of old unit, installation of new unit/curb/economizer, crane rental, gas piping, all necessary labor, start and check operations, excludes electrical wiring). She had not received a quote from Gordon’s Electric before this meeting. C. Wernlund noted that the Thews quote expired 30 days from the date of issuance (issued July 28, 2022) and asked if it is still valid. Rachelle offered to contact Thews on Friday and request an updated quote and will email the board the update, as well as communicate with Tiffanie. C. Erb requested we ask for an updated timeline as well. Motion to accept the bid from Thews if their quote and timeline is the same or close, and to move forward with the

HVAC replacement made by C. Williams and C. Kirk seconded. All voted in favor (CW, KH, CW, CE, CK), none opposed (0).

**Annual Staff Christmas Party:** Chief Baty advised that “it’s going great”; however, he has not spoken to Nicole Cisneros or Katy Mayer in a while. Discussion ensued regarding location and food.

**Health Administrator’s Report (document available by request):** This was emailed to board members ahead of the meeting. Topics addressed were as follows:

- Staffing
- Training
- New HVAC unit
- Admin
- M61
- Milton Freewater

C. Wernlund would like to give kudos to Rachelle and the crew for their save on the mountain.

**Business from the Board:**

C. Williams asked Chief Baty if he and Tiffanie have discussed where else to post the job announcement for the medic position. HR hasn’t heard anything from applicants.

Chief Baty asked Juan Avila to speak on the progress of obtaining a UTV. The medic district and fire district, together, have pooled money to buy a UTV. Juan Avila and Jason Hall have done a lot of looking into this. Juan Avila then updated the board on the progress of what they located and what is needed. C. Williams moved to spend the grant funds (AWERE awarded \$19,000 to each district, EUFR will contribute \$10,000 of theirs, and VFA awarded a 50% grant to EUFR for the fire unit for just under \$1200) on Juan’s recommendation and authorize a total of \$20,000 from the ambulance district to spend on purchases needed related to the UTV/equipment. C. Erb seconded this motion. All voted in favor (CW, KH, CW, CE, CK), none opposed (0).

**Adjourn:** Chrys Wernlund adjourned the meeting at 7:15pm.

**Next Regular Board Meeting:** November 17<sup>th</sup>, 2022 @ 6:30pm