

FRANKLIN COUNTY PUBLIC HOSPITAL DISTRICT #1
REGULAR MEETING
CITY OF CONNELL FIRE STATION, 605 S. COLUMBIA AVE., CONNELL, WA
MONDAY, OCTOBER 14, 2024, AT 2:00 P.M.

CALL TO ORDER – 1434

ROLL CALL

- Commissioner Lori Hayles, Commissioner Robert Andrews, Commissioner Mike Harrington, Chief Erick Brittain via phone, Battalion Chief Ken Woffenden, and Administrative Assistant Heather Benson.
- Public members in attendance: Rolando Rivera, Dan Kelsey, and Onna Pollock.

PUBLIC COMMENTS – No Public Comments

MINUTES

- Commissioner Harrington made a motion to approve the minutes from the Regular Meeting on September 9, 2024, as written. Commissioner Andrews seconded the motion and passed.

FINANCIALS

- Admin. Assist. Benson presented the September 2024 Treasurer's Report and the FCPHD#1's October 2024 Expenditures. Commissioner Harrington made a motion to accept the financials as presented. Commissioner Andrews seconded the motion and passed.

COMMISSIONER REPORT

- Commissioner Harrington – Nothing to report at this time.
- Commissioner Andrews – Nothing to report at this time.
- Commissioner Hayles – Lamb Weston closed its facilities in Connell and is concerned for all the employees who have been laid off.

CEO / CHIEF REPORT

- Ambulance F-19 had a new inverter and a new door mechanism installed along with shocks being recalibrated at Braun Northwest.
- PS Trax is working well for inventory management.

BATTALION CHIEFS' REPORT

- Continuing to work with volunteer responders to help with changes within the District.
- Ambulance K-17 is having issues with the auto eject.
- New Life Pak 15 is in service.

MPD COUNCIL REPORT

- There may be changes in the near future pertaining to the reporting system.
- Currently working on report writing instructions for FCPHD#1 responders with Admin. Assist. Benson and Office Assist. Clark.

EMS COUNCIL REP

- Commissioner Andrews made a motion to have Officer Stoker continue to represent FCPHD#1 for the Benton/Franklin/Adams County CQI Committee. Commissioner Harrington seconded the motion and passed.

RESOLUTION 2024.8.1 HRA/VEBA

- Commissioner Andrews made a motion to approve Resolution 2024.8.1 HRA/VEBA. Commissioner Harrington seconded the motion and passed.

RESOLUTION 2024.10.1

- Commissioner Hayles made a motion to approve Resolution 2024.10.1 Supporting Franklin County Proposition No.1. Commissioner Andrews seconded the motion and passed.

2025 BUDGET REVIEW

- Chief Brittain presented a preliminary draft of the 2025 Budget for FCPHD#1.

CREDIT CARD / FUEL CARD POLICY

- Commissioner Andrews made a motion to approve the Credit Card / Fuel Card Policy. Commissioner Harrington seconded the motion and passed.

SICK LEAVE POLICY

- Commissioner Harrington made a motion to approve the Sick Leave Policy. Commissioner Andrews seconded the motion and passed.

AMEND TRADE POLICY

- Commissioner Andrews made a motion to amend the Shift Trade Policy. Commissioner Harrington seconded the motion and passed.

ORGANIZATIONAL CHART APPROVAL

- Commissioner Harrington made a motion to approve the Organizational Chart for Administration and the Organizational Chart for Operations. Commissioner Andrews seconded the motion and passed.

EXECUTIVE SESSION

- Commissioner Hayles called an executive session at 3:04pm on RCW 42.30.140(4) under Performance of a Public Employee for 10 minutes. Commissioner Hayles extended the Executive Session 15 minutes longer. Executive Session closed and Regular Meeting opened at 3:29pm.

APPROVAL OF ADMINISTRATIVE ASSISTANT AND OFFICE ASSISTANT JOB DESCRIPTION

- Commissioner Andrews made a motion to approve the Administrative Assistant and Office Assistant Job Description. Commissioner Harrington seconded the motion and passed.

CHIEF BRITTAIN'S CONTRACT AMENDMENT

- Commissioner Andrews made a motion to amend Chief Brittain's contract to have use of a District vehicle. Commissioner Harrington seconded the motion and passed.

SURPLUS OF 1999 INTERNATIONAL AMBULANCE VIN 1HTSLAAKXH666654:

- Commissioner Andrews made a motion to surplus 1999 International Ambulance. Commissioner Harrington seconded the motion and passed.

POWER PRO COTS PURCHASE

- Commissioner Andrews made a motion to approve the Power Pro Cots purchase for \$108,803.70 from Stryker. Commissioner Harrington seconded the motion and passed.

REQUEST FOR PROPOSAL EXTRICATION VEHICLE

- Commissioner Harrington made a motion to request proposal bid for extrication vehicle. Commissioner Andrews seconded the motion and passed.

WRAP UP

Commissioner Andrews made a motion to approve:

Payroll - EFT	24PR02	\$ 58,755.26
Vouchers	24V332 – 24V370	\$ 51,555.65
TOTAL		\$110,310.91

Commissioner Harrington seconded the motion and passed.

Commissioner Hayles adjourned the meeting at 1600.


Next Regular Meeting will be November 12, 2024, at 1400



Commissioner Lori Hayles



Commissioner Mike Harrington



Commissioner Robert Andrews



Administrative Assistant Heather Benson