

**FRANKLIN COUNTY PUBLIC HOSPITAL DISTRICT #1**  
**REGULAR MEETING**  
**CITY OF CONNELL FIRE STATION, 605 S. COLUMBIA AVE., CONNELL, WA**  
**MONDAY, AUGUST 12, 2024, AT 2:00 P.M.**

CALL TO ORDER – 1400

ROLL CALL

- Commissioner Lori Hayles, Commissioner Robert Andrews, Commissioner Mike Harrington, Chief Erick Brittain, Medical Officer Earl Stoker via phone, and Administrator Heather Benson. Public Member in attendance: Shannon Roske, Dan Kelsey, Hayleigh Pollock, Onna Pollock, and Connell Captain Brett Clinton.

PUBLIC COMMENTS – No Public Comments

MINUTES

- Commissioner Andrews made a motion to approve the minutes from the Regular Meeting on June 10, 2024, as written. Commissioner Harrington seconded the motion and passed.
- Commissioner Harrington made a motion to approve the minutes from the Special Meeting on June 17, 2024, as written. Commissioner Andrews seconded the motion and passed.
- Commissioner Andrews made a motion to approve the minutes from the Regular Meeting on July 8, 2024, as written. Commissioner Harrington seconded the motion and passed.

FINANCIALS

- Admin. Benson presented the July 2024 Treasurer’s Report and the FCPHD#1’s August 2024 Expenditures:

General Account Unencumbered Cash Balance	\$	78,040.88		
Investment Account	\$	909,131.75		
ARPA Funding	\$	1,225,986.88	remaining	\$274,013.12 disbursed
August 2024 Expenses and Payroll	\$	111,204.36		

Commissioner Andrews made a motion to accept the financials as presented. Commissioner Harrington seconded the motion and passed.

COMMISSIONER REPORT

- Commissioner Andrews – Nothing to report at this time.
- Commissioner Harrington– Inquired about the “Old” Connell Station.
- Commissioner Hayles – DOC cancelled the meeting and hasn’t rescheduled yet. National Night Out was a success.

CEO / CHIEF REPORT

- Hiring process is open for a new FTE
- Central medical supplies are now in Connell
- FTE benefits are in place
- ADP payroll agency is slowly being executed
- A new wage matrix is being formed for 2025

BATTALION CHIEFS REPORT

- Franklin and Benton County Regional Communications needs a radio count for FCPHD1.
- OTEP 8/12/24 in Basin City and 8/20/24 in Connell

MPD COUNCIL REPORT

- DOH is trying to identifying gaps with rural agencies.

FULL TIME EMPLOYEE BENEFITS HRA / VEBA

- Commissioner Andrews made a motion to table until next meeting. Commissioner Harrington seconded and passed.

PROCUREMENT POLICY

- Commissioner Andrews made a motion to approve the Procurement Policy. Commissioner Harrington seconded the motion and passed
- Commissioner Harrington made a motion to approve the Record Retention and Destruction Policy. Commissioner Andrews seconded the motion and passed.
- Commissioner Andrews made a motion to approve the Inventory Policy. Commissioner Harrington seconded the motion and passed.

CHANGE IN SHIFT TRADE / SWAP POLICY

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

FCPHD#1 CHALLENGE COIN

- Commissioner Harrington made a motion to reimburse Capt. Brett Clinton for \$975.00. Commissioner Andrews seconded the motion and passed.

RESTRUCTURE OF VOLUNTEER STIPEND

- Commissioner Harrington made a motion to restructure the stipend positions. Commissioner Andrews seconded the motion and passed.

PURCHASE OF CHIEF VEHICLE

- Commissioner Hayles made a motion to purchase vehicle from Pierce County Fleet Division for \$13,621.00. Commissioner Andrews seconded the motion and passed.

TEMPORARY EMPLOYEE CONTRACT

- Commissioner Hayles made a motion to accept the Agreement for Temporary Employee. Commissioner Harrington seconded the motion and passed.

WRAP UP

Commissioner Andrews made a motion to approve:

Payroll	24W324-24W370	\$ 47,376.92
Vouchers	24V254-24V294	\$ 63,827.44
<b>TOTAL</b>		<b>\$111,204.36</b>

Commissioner Harrington seconded the motion and passed.

Commissioner Hayles adjourned the meeting at 1540.

Next Regular Meeting will be September 9, 2024, at 1400




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Commissioner Lori Hayles




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Commissioner Robert Andrews




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Commissioner Mike Harrington




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Administrator Heather Benson