

FRANKLIN COUNTY PUBLIC HOSPITAL DISTRICT #1
REGULAR MEETING
CITY OF CONNELL FIRE STATION, 605 S. COLUMBIA AVE., CONNELL, WA
MONDAY, MAY 13, 2024, AT 2:00 P.M.

CALL TO ORDER – 1400

ROLL CALL

- Commissioner Lori Hayles, Commissioner Robert Andrews, Commissioner Mike Harrington, Chief Erick Brittain, Chief Ken Woffenden, Medical Officer Earl Stoker, and Administrator Heather Benson. No public members were in attendance.

PUBLIC COMMENTS – No Public Comments

MINUTES

- Commissioner Harrington made a motion to approve the minutes from the Regular Meeting on April 8, 2024, as written. Commissioner Andrews seconded the motion and passed.
- Commissioner Harrington made a motion to approve the minutes from the Special Meeting on April 19, 2024, as written. Commissioner Andrews seconded the motion and passed.

FINANCIALS

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

General Account Unencumbered Cash Balance	\$	343,809.16	
Investment Account	\$	593,417.32	
ARPA Funding	\$	1,225,986.88 remaining	\$274,013.12 disbursed
May 2024 Expenses and Payroll	\$	130,658.62	

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

COMMISSIONER

- Commissioner Harrington – Nothing to report at this time.
- Commissioner Andrews – Nothing to report at this time.
- Commissioner Hayles – Welcomed Chief Erick Brittain. The Meet & Greet in Connell was very fun on May 4th and was impressed with the food and the attendance from the EMS Responders.

CEO / CHIEF REPORT

- Meeting with Horton Ambulance Emergency Vehicles on May 22nd
- Officers Meeting on May 7th went well

ACTING ASSISTANT CHIEF

- Lifepak 15s have arrived (reported from Admin. Benson)

EMS COUNCIL REPORT

- 100% on report writing for FCPHD#1 Wemsis report for 2024 1st qtr.

WA DOC ALLOCATION

- Contract for allocation of DOC funding is being formulated for disbursement July 1st, 2024

OXYGEN TANKS

- Commissioner Harrington has requested an oxygen tank count from the captains.

BATTALION CHIEF POSITION

- Commissioner Andrew made a motion to appoint Ken Woffenden as Battalion Chief until July 1, 2024. Commissioner Harrington seconded the motion and passed.

CREDIT CARD POLICY

- Commissioner Andrew made a motion to approve the Credit Card Policy for FCPHD#1. Commissioner Harrington seconded the motion and passed.

FULL-TIME EMPLOYEE WAGE / BENEFIT PACKAGE

- Commissioner Harrington made a motion to approve the Full-Time Employee Benefit Wage and Benefit package for FCPHD#1. Commissioner Andrews seconded the motion and passed.

FULL-TIME EMPLOYEE HIRING TIMELINE

- Commissioner Andrews approved the FCPHD#1 Full-Time Employee Hiring Timeline. Commissioner Harrington seconded the motion and passed.

STANDARD OPERATING POLICIES

- To be tabled until next meeting

EMPLOYEE HANDBOOK

- To be tabled until next meeting

EASY-UP / PORTABLE TENT

- Commissioner Harrington made a motion to purchase an easy-up / portable tent. Commissioner Andrews seconded the motion and passed.

INSURANCE RENEWAL

- Commissioner Andrews made a motion to accept the renewal of the insurance policy with Acrisure. Commissioner Harrington seconded the motion and passed.

EXECUTIVE SESSION – Commissioner Hayles called for an executive session for the purpose of discussing employee contract pursuant to RCW 42.30.110(1)(g) at 3:20pm until 3:40 p.m. In attendance at executive session: Commissioner Hayles, Commissioner Andrews, Commissioner Harrington. 3:40 p.m. - the executive session was extended until 3:50 p.m. Chief Brittain was invited to attend the executive session. 3:50 p.m. – the executive session was extended until 4:00 p.m. The Council reconvened and executive session closed at 4:00 p.m.

Commissioner Harrington made a motion to accept the Employment Agreement Contract with corrections between FCPHD#1 and Chief Erick Brittain. Commissioner Andrews seconded the motion and passed.

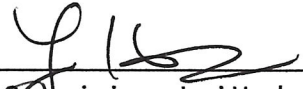
WRAP UP

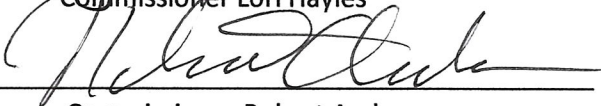
Commissioner Andrews made a motion to approve:

Payroll	24W137 – 24W181	\$ 30,690.24
Vouchers	24V116 – 24V148	\$ 99,968.38
TOTAL		\$ 130,658.62

Commissioner Harrington seconded the motion and passed.

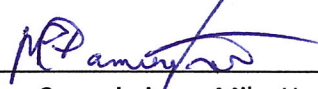
Commissioner Hayles adjourned the meeting at 16:22.




Commissioner Lori Hayles


Commissioner Robert Andrews

Next Regular Meeting will be June 10, 2024, at 14:00



Commissioner Mike Harrington


Administrator Heather Benson