# North Country Emergency Medical Service

Administrative Board Meeting
held at the Yacolt EMS Station
404 S. Parcel Ave., Yacolt, Washington

**Thursday, September 22, 2016** 2:00 p.m.

# Agenda

**CALL MEETING TO ORDER –** Chair Jerry Olson

**APPROVAL OF MINUTES** – May 24, 2016 meeting – *Board Action*

**COMMUNICATIONS**

From the Board
Open Communications
*Interested individuals are invited to speak to the Board on any issue*

**NEW BUSINESS**

1. Preliminary Budgets – *Board Action*
   - Operating Fund 6270
   - Excess Levy Fund 6271
   - Skamania Fund 6272
   - Capital Fund 6273

   *Summary: Review and approve 2017 preliminary operating and capital budget expenditures. Final budget approval will take place at the November 2016 meeting.*

2. Approval of leave – *Board Action*

   *Summary: Review status of unpaid leave for paramedic off with shoulder injury. The Leave of Absence policy requires that the Board approve unpaid leave time exceeding thirty (30) calendar days. At the May board meeting it was approved to extend the leave until the next board meeting. The employee has used the maximum of 672 hours of sick leave and her available vacation of 87.5 hours prior to transitioning to long term disability in April. The initial leave for her shoulder injury began last December. This item is contingent on her possible medical release on Tuesday, September 20th.*

3. Payment of claims – *Board Action*

   *Summary: Approve wages, benefits, and claims for May, June, July, and August.*

**STAFF REPORT**

1. Chiefs' report – Ben Peeler
2. Operations report – Bryce Shirley
3. Financial report – Kim Pitts
4. Training officer report – Shaun Ford
5. Logistics report – Dennis Madler
6. VRT report of activities – Tom McDowell
7. Patient feedback, questionnaires, letters and cards

**ADJOURNMENT –** Chair Jerry Olson

**Next meeting: Thursday, November 17, 2016 at 2:00 p.m.**