**Jefferson County Emergency Medical Services District**

360 SW Culver Hwy, Madras, Oregon 97741

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**“We are the Warmth of Promise”**

1. **Call Board Meeting to Order**

**JEFFERSON COUNTY EMS DISTRICT**

**BOARD MEETING MINUTES**

**February 14, 2022**

The Jefferson County EMS District Board Meeting was called to order by Mike Ahern at 06:04 p.m. on Monday February 14, 2022, in the JCEMSD meeting room, 360 SW Culver Hwy, Madras, Oregon.

1. **Roll Call**

**Board Members in Attendance or on Virtual Conference:**

Mike Ahern, Chair; Joe Krenowicz, Treasurer; Janet Brown, Personnel Officer; David Budden, Secretary

**Board Members Absent:**

Steve Heydon, Vice-Chair

**Staff Members in Attendance or on Virtual Conference:**

Chief Michael Lepin; Tina Bolton, Office Manager; Paul Sumner, Attorney

**Visitors in Attendance or on Virtual Conference:**

**Present in Conference Room:** Elaine Budden

**ZOOM Participants:** None

1. **Changes/Additions to Regular Agenda**

There were no changes to the regular agenda.

1. **Board of Directors Consent Agenda**

All matters listed within the Consent Agenda have been distributed to every member of the District Board for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussions. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

A. Approval of January 10, 2022, Board Meeting Minutes, approved with the following corrections: Response reports that show Sept 2022 are actually Jan 2022, and the Budget that show Oct 2021 are actually January 2022.

B. Approval of payment of the bills for January 2022

MOTION: That we approve the consent agenda as presented. With the corrections of

MOVED: Janet Brown

SECONDED: Joe Krenowicz

PASSED: 4/0

1. **Public Comments**

There were no public comments.

1. **Reports**
	1. **Chief’s Report**
		1. COVID-19:
			1. Mask Mandate removed by March 31st, maybe sooner
			2. COVID Count

|  |
| --- |
| **Response Report** |
|  | **2021** | **2022** |
| **Total Responses for January** | **182** | **227** |
|  BLS Calls | 21 | 40 |
|  ALS Calls | 85 | 95 |
|  Specialty Care Transports | 13 | 15 |
|  Driver for Air Ambulance |  | 2 |
| **Non-Transport Calls** | **63** | **75** |
|  Agency Assist | 2 | 4 |
|  Agency Assist for WSF&S | 5 |  |
|  Cancellations | 1 | 1 |
|  Blood Draws |  | 1 |
|  Fire Standbys | 7 | 7 |
|  Lift Assists | 4 | 8 |
|  MVC-Non Injury | 14 | 16 |
|  Other | 4 | 2 |
|  Welfare Checks | 26 | 36 |
| Billable Miles | 1901.09 | 2383 |
|  |  |  |
| COVID-19 Inter-Facility Transports | 16 | 25 |
| ProMed Membership | 431 | 442 |

* 1. **Volunteer Report:** Things are going great, next meeting 03/07/2022, Chief to update consolidation.
	2. **Budget Report**

|  |  |
| --- | --- |
|  | **February 2022** |
| Checking | 328,687.54 |
| Equipment Fund | 823,514.71 |
| Investment Pool | 651,644.96 |
| **Total Balance** | **1,803,847.21** |

* 1. **Personnel Report**: All is going well with budget, no over budget lines to report, Chief Lepin reported he has hired a couple new paramedics and new EMTS, bought an auto loader and stretcher for 2171
1. **Old Business**
	1. **JCEMSD-JCFD#1 Coalition Working Group:** Administrative move and partial staff move in March. Chief Lepin reported that he has not been receiving all company emails, therefore he was missed being notified of a consolidation group meeting. There was a discussion of the New Uniforms and shirts to be issued when consolidated. Chief Lepin reported that starting in March 2022 the ambulance crews will meet at station 2101 complete rig checks and maintenance then take the ambulances over to fire hall and spend days there training and running calls, then return to 2101 for the evening and the ambulance crews will sleep at 2101 until appropriate sleeping arrangements can be made at the Fire hall.
2. **New Business**
	1. **Resolution No. 21-03 Transfer of Funds for a Staff Vehicle:** Chief Lepin reported that Fire Chief Jeff Blake requested Chief Lepin to look into purchasing another vehicle for Chief Lepin to use as a command vehicle and have the white car be used by the office staff to run errands, and such as needed.

MOTION: To move $25,000 from Line 8930 – Contingency Fund to Line 8900 – Capital Outlay for the purpose of purchasing a command vehicle.

MOVED: Janet Brown

SECONDED: Joe Krenowicz

PASSED: 4/0

1. **Good of the Order**
	1. **JCEMSD-JCFD Awards Banquet:** on April 22nd at the Inn of Cross Keys Station
	2. Dr. Andrew Parker stepping down as medical director, Chief Lepin is actively looking for a replacement.
	3. After the merge with the fire department Chief Lepin stated he will be taking over the EMS training.
	4. Paul Sumner, reported that he was recently transported by JCEMS to Bend, and he stated he had excellent care and the crews were very respectful and caring. He was pleased with his care and the quality of the training of the staff.
2. **Meeting Adjournment**

The meeting was adjourned at 07:00 pm.

Minutes prepared by: Reviewed by:

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Tina Bolton, Office Manager David Budden, Secretary