

**WESTERN LANE AMBULANCE DISTRICT
REGULAR BOARD MEETING
May 25, 2017**

DIRECTORS PRESENT: MIKE WEBB
DICK CHILDS

**ANNE STONELAKE
CINDY RUSSELL**

DIRECTORS ABSENT: RIC YECNY

OTHERS PRESENT:

Matt House, Jim Langborg, Julie Brown, Jim Dickerson, Karin Guy, Shannon Curry, Mary Dimon, and Jared Anderson.

NEW BUSINESS: Chief Director Langborg introduced two of the four new volunteer Chaplains, Mary Dimon and Shannon Curry.

APPROVAL OF MINUTES: Director Stonelake made a Motion to approve the minutes as written for the April 27, 2017. Director Childs seconded the Motion. Roll Call with Motion passing unanimously.

PUBLIC COMMENT: No public in attendance.

FINANCE/HR REPORT: Julie Brown reported the hiring of a part-time Administrative Assistant, Holly, who will start work next week. She will be oriented to work in both offices. Julie Brown presented the Financials.

TRANSACTION REPORT: The report was mistakenly not included in the Board packets. After review, it was suggested for the report to only show Accounts Payable, not necessary to include Deposits. Director Russell made a Motion to approve the transaction list. Director Childs seconded the Motion. Roll Call with Motion passing unanimously.

CHIEF/DIRECTOR'S REPORT: Chief Director Langborg reported on the payroll service transition; IGA Objectives; Community Participation with WLAD's support of Rhody Run; solar eclipse possible impacts to road traffic; seismic grant letters received, and aging laptops needing to be replaced. Chief and Matt House also discussed the drill planned at the Port with the US Coast Guard, PeaceHealth and Lane County.

Chief proposed an orientation for new Board members on June 30th. Chief also proposed that the annual Strategic Plan & IGA Reviews for each District be held in August. The Board and the Chief discussed the financial reporting on the IGA, and creating a Financial Committee Team to determine current situation and what we need to measure. It was discussed that the Administrative Advisory Committee which consists of various stakeholders including employees, citizens at large, provide recommendations to the Board for approval. Director Russell made a Motion to create a Committee to standardize the IGA financials. Director Stonelake seconded the Motion. Roll call with Motion passing unanimously.

OPERATIONS MANAGER: Matt House discussed the call volume. Matt showed a LifeMed commercial and presented the KEZI air times. Matt reported on the secured funding for the Community Paramedic Program for the next two years, and secure a full-time employee for this program. He and Charlie York recently attended the Mobile Integrated Health (MIH) Coalition training where they were able to network and learn best practices.

Matt also reported on the award of the Car Sear Grant, and obtaining three competitive bids on the report writing software. Matt presented a hardship case in the amount of \$2620.20 and recommending waiving the bill. Director Stonelake made a Motion to waive the bill. Director Russell seconded the Motion. Roll call with Motion passing unanimously. Matt presented the ballistic vest expenditure of \$7560. Director Russell made a Motion to approve purchasing the Personal Protective Equipment of the ballistic vests for \$7560. Director Stonelake seconded the Motion. Roll call with Motion passing unanimously.

Matt discussed his pursuit of excellence for the District, and how Operations is working the best they ever have with the Fire District. It is seamless on calls, a mentality of working together from top to bottom.

OTHER BUSINESS: None.

BOARD DIRECTOR COMMENTS: Director Stonelake noted that this is her last meeting since she will be gone during the next month's meeting. She requested that David Rossi relay to the crew how much she appreciates their work, and would like the District to stand alone since she believes in the Operations Manager.

The Regular Board Meeting was adjourned at 7:00 PM by Board President Mike Webb.

Respectfully submitted by,

Karin Guy, Administrative Assistant
Temporary Recording Secretary