

FRANKLIN COUNTY PUBLIC HOSPITAL DISTRICT #1

REGULAR MEETING

601 S. FIRST AVE., CONNELL, WA

TUESDAY, JANUARY 14, 2025, AT 2:00 P.M.

CALL TO ORDER – 1400

ROLL CALL

- Commissioner Lori Hayles, Commissioner Robert Andrews, Commissioner Mike Harrington, Chief Erick Brittain, and Administrative Assistant Heather Benson. Public members in attendance: North Battalion Chief Ken Woffenden, Onna Pollock, Eduard Gomez, and Rolando Rivera.

PUBLIC COMMENTS

- Eduardo Gomez
- Rolando Rivera
- Onna Pollock

MINUTES

- Commissioner Hayles made a motion to approve the minutes from the Regular Meeting on December 9, 2024, as written. Commissioner Andrews seconded the motion and passed.
- Commissioner Harrington made a motion to approve the minutes from the Special Meeting on December 19, 2024, as written. Commissioner Andrews seconded the motion and passed.

FINANCIALS

- Admin. Assist. Benson presented the December 2024 Treasurer's Report, the FCPHD#1's January 2025 Expenditures, ARPA expenditures, and December Payroll 24PRO6 and January Payroll 25PR01. Commissioner Hayles made a motion to accept the financials as presented. Commissioner Harrington seconded the motion and passed.

COMMISSIONER REPORT

- Commissioner Harrington – inquired about FCPHD#1 transport rates.
- Commissioner Andrews – Nothing to report at this time.
- Commissioner Hayles – Extended condolences to Sharon Domstad, Onna Pollock, and Commissioner Harrington. Commissioner Hayles thanked Admin. Assist. Benson and Office Assist. Clark for managing payroll twice a month.

CEO / CHIEF REPORT

- FCPHD1 responded to 810 calls in 2024 - 27% increase from 2023
- New ambulance is complete and will be delivered to Salt Lake City, UT for final check
- Extrication vehicle should be delivered by the end of January 2025
- FTE Shannon Roske has asked to be moved to Per Diem
- ARPA funding has been procured
- Interlocal agreement has been purposed with City of Connell to share a generator with City of Connell Fire Dept.

APPOINTING BOARD CHAIRPERSON AND VICE CHAIRPERSON FOR 2025

- Commissioner Hayles made a motion to approve Mike Harrington as Chairperson and Commissioner Robert Andrews as Vice Chairperson for 2025. Motion was seconded and passed unanimously.

DISSOLUTION OF CONNELL LIEUTENANT POSITION

- Commissioner Andrews made a motion to accept the dissolution of the Connell Lieutenant Position. Commissioner Hayles seconded the motion and passed.

EMPLOYEE HANDBOOK CHANGE – PART TIME SHIFT SCHEDULING

- Commissioner Andrews made a motion to accept the change in Employee Handbook / Part Time Shift Scheduling. Commissioner Hayles seconded the motion and passed.

POLICY & PROCEDURE 4.2.1 CHANGE – LEAVE WITHOUT PAY / SHIFT SCHEDULING

- Commissioner Hayles made a motion to accept the change in Policy & Procedure 4.2.1– Leave Without Pay / Shift Scheduling. Commissioner Harrington seconded the motion and passed.

POLICY & PROCEDURE 6.2 – TYPES OF SERVICE / MUTUAL AID

- Commissioner Hayles made a motion to accept the change in Policy & Procedure 6.2– Types of Service / Mutual Aid. Commissioner Harrington seconded the motion and passed.

POLICY & PROCEDURE 6.2 CHANGE – VOLUNTEER / CAREER RESPONSE GUIDELINES

- Commissioner Hayles made a motion to accept the change in Policy & Procedure 6.2– Volunteer / Career Response Guidelines. Commissioner Andrews seconded the motion and passed.

STRATEGIC PLANNING COMMITTEE

- Commissioner Hayles recommended obtaining more than 2 people from the community on the Strategic Planning Committee.
- Commissioner Andrews made a motion to accept the Strategic Planning Committee with the following change of accepting more than 2 people from the community. Commissioner Hayles seconded the motion and passed.

EXECUTIVE SESSION

- None needed at this time

INCREASE CONTRIBUTION OF FCPHD#1 TO MEDICAL PREMIUMS

- Commissioner Andrews made a motion to increase FCPHD#1 contribution to medical premiums from \$800 to \$1,800. Commissioner Harrington seconded the motion and passed.

FTE UNIFORM STIPEND

- Commissioner Hayles made a motion to decrease the FTE uniform stipend from \$1,100 per year to \$100 per year. Commissioner Andrews seconded the motion and passed.

WRAP UP

Commissioner Andrews made a motion to approve:


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|---------------|---------------|----------------------|
| Payroll - EFT | 24PR06 | \$ 35,564.73 |
| Payroll - EFT | 25PR01 | \$ 34,093.51 |
| Vouchers | 25V001-25V041 | \$ 278,711.26 |
| TOTAL | | \$ 348,369.50 |

Commissioner Hayles seconded the motion and passed.

Commissioner Harrington adjourned the meeting at 1515.

Next Regular Meeting will be February 11, 2025, at 1400

Commissioner Mike Harrington



Commissioner Robert Andrews

Commissioner Lori Hayles



Administrative Assistant Heather Benson