



1. Approval of May 3, 2023 Meeting Minutes and Today’s Agenda

Action: Dr Lynn Wittwer moved to approve the May 3, 2023 meeting minutes as presented and today’s agenda with a change to add ‘discuss permanent executive director position’ to new business. Denise Haun-Taylor seconded the motion. The motion was unanimously approved.

2. Financial Report

A. Approval of Financial Reports

Prior to the meeting all Region Council Members received a financial packet including the Statement of Assets, Liabilities and Equities BARS Cash Basis, and General Ledger Detail Report for review which was prepared by the Plymale-Gillespie CPA office. There were no questions or concerns about the financial reports by the group.

General Ledger Detail Summary Report	April 2023	May 2023		
<b>Checking</b>				
Beginning Balance	\$ 136,336.17	\$ 125,141.54		
Debits	\$ 15,553.80	\$ 49,188.03		
Credits	\$ 26,748.43	\$ 43,309.70		
Ending Balance	\$ 125,141.54	\$ 131,019.87		
<b>Investment CD</b>				
Beginning Balance	\$ 160,398.81	\$ 160,535.04		
Debits	\$ 136.23	\$ 131.94		
Credits	\$ -	\$ -		
Ending Balance	\$ 160,535.04	\$ 160,666.98		

Action: Dr Lynn Wittwer moved to approve the April 2023 and May 2023 financial statements and included transactions as presented. Denise Haun-Taylor seconded the motion. The motion was unanimously approved.

3. Region System Plan Implementation & DOH Contract

A. FY21-23 Region System Plan Completion Report

April reported that all FY2021-2023 Region System plan work is completed and the final Exhibit BCD was submitted to the DOH.

B. FY23-25 Region System Plan Update

April reported that we are beginning work on the FY23-25 System Plan; the first Exhibit B for this plan will be submitted to the DOH in August.

C. FY22-23 SW Region Training and IVP Grant Completion Report

April reported that the FY22-23 SW Region Training and IVP Grants were completed and submitted to the DOH; there were some counties that had carryover fund which they will work to spend as soon as possible.

D. FY23-24 SW Region Training and IVP Grant Update

April reported that the FY23-24 SW Region Training and IVP grants are now available to the counties. The counties will be submitting their training needs assessments and grant contracts to the region by July 15.

4. Old Business: None

5. New Business

A. Approval of SW Region FY2023-2024 Budget\*

The group discussed the FY2023-2024 budget which was included in the meeting packet. The budget is still in flux as it will need to be adjusted when a new Executive Director is hired. The budget line items were changed to reflect current expenses (ie: the travel line item was reduced as there has been very little travel over the past couple of years). The budget shows an excess of \$10,705.00 which Hailey said is common in

merged regions as they often don't spend the full amount of admin money. Dr Wittwer noted that the excess funds can be reallocated to more grant funds for the counties at a later date if needed.

Dr Wittwer moved to approved the FY2023-2024 budget as submitted. Denise Haun-Taylor seconded the motion. The motion was unanimously approved.

- B. SW Region Contract with SC Region Approved by SC Region  
The SW Region Contract with the SC Region for admin services which the group approved at our last meeting was submitted to the SC Council and they approved the contract at their last meeting; there were no changes to the contract from previous years.
- C. Cowlitz FD 3 Min/Max Change Update  
Cowlitz FD 3 had submitted an application to the DOH to allow them to upgrade to ALS AMBV service however they are having difficulty hiring paramedics so they requested that their application be put on hold until further notice.
- D. Longview Fire Upgrade from BLS Trauma Verified to ALS Trauma Verified  
Longview Fire has submitted an application to the DOH to upgrade their service from BLS Trauma verified to ALS trauma verified. The DOH reviewed their application and sent it to the region for review. Eric reported that this application will change their license to allow them to comply with the service they are currently offering which includes 24/7 paramedic coverage. There were no concerns or questions about this application from the group.

Dr Lynn Wittwer made a motion to approve the application to allow Longview Fire to upgrade their service. Traci Timmons seconded the motion. The motion was unanimously approved.

- E. Application to add Bingen Fire Department as a BLS-AID Agency in Klickitat County  
Bingen Fire Department in Klickitat County has notified the Region office that they will be applying to provide BLS-AID service. Their application has not yet been received by the state so this will be put on a future agenda for discussion once the application has been reviewed by the DOH and sent to the region for review.
- F. Permanent Executive Director Position  
Eric reported that the Executive Board has been discussing the permanent Executive Director position and is recommending that April Borbon, the current Interim Director, be appointed as the permanent Executive Director. Upon Board approval, the Executive Board will move forward with the hiring process and negotiate a compensation package which will then be presented for approval at the next Board meeting.

Jon Olson made a motion to appoint April Borbon as the new Executive Director for the Southwest Region. Robb Milano seconded the motion. The motion was unanimously approved.

- 6. Preparedness Report: Marisa Hutcheson reported that the Region 4 Healthcare Alliance is currently working on plan review, building a robust stakeholder group, and working on planning joint drills and exercises. They are working on the after action from the covid response and how EMS, public health, emergency management, and healthcare work together. They may host an exercise in the coming year. Eric added that this is a good group to participate in as it is very informative.
- 7. DOH Report  
Hailey reported that the EMS rulemaking CR102 package has been submitted for internal review on May 25; next would be a public hearing on the changes and an opportunity for public comment. They should have an update on this soon. The Trauma Triage Workgroup is working on the pre-hospital trauma designation triage tool; their next meeting will be on July 20 at 1pm. Other projects they are working on include health equity education and the required EMS multicultural awareness training which will be required every four years. They are also working on the EMS/law enforcement behavioral health rules.
- 8. County Council Reports

- A. Clark County: Jeff reported that they will meet tomorrow to discuss MPD succession.
  - B. Cowlitz County: They did not meet this month.
  - C. Klickitat County: Nicole reported that they are busy with fire season. With their grant funds they purchased 130 Stop the Bleed kits which they will distribute.
  - D. Skamania County: No report.
  - E. South Pacific County: They have not met recently; no report.
  - F. Wahkiakum County: No report.
9. Good Of the Order/Public Comment: Eric reported that Hailey, Catie, and Jason are working with the Office of the Insurance Commissioner on a balanced billing rule. This would eliminate surprise billing however this will have an impact on EMS services as it will eliminate the ability for EMS services to bill patients for ground ambulance services if it is not covered by their insurance.
10. Adjourn: Meeting was adjourned by consensus at 3:43pm.
11. 2023 SW Region Council meetings (2 pm): September 6<sup>th</sup>, November 1<sup>st</sup>