

**EMS COUNCIL EXECUTIVE COMMITTEE
MINUTES
July 9, 2018**

Present:

Mike Lopez, Chair
Adam Richards, Vice-Chair
Cathy St. Amand, Executive Chair
Patrick Ramsey, Treasurer
Cindy Pavlischak, EMS Office Administrator
Brian Schaeffer, Fire Chief SFD (Guest)

NEW BUSINESS:

1. SFD Chief Brian Schaeffer – Ops & Logistics

Chief Schaeffer said there needs to be a contract between the EMS Council and SFD for use of the office space at the Fire Training Center. Square footage will be determined and a cost for that space per square foot assessed. He said this could be a 5-year lease with an option for another 5 years possible. The hope would be to start this lease in Jan. 2019.

Action: It was M/S/P to begin work on a contract. The Council will work with SFD Program Professional, Karin Janssen, to develop a contract.

2. Conflict of Interest Policy

The Council asked the Executive Committee to discuss whether consequences for breach of this policy need to be spelled out in the policy. The committee noted that the wording of this policy has been vetted by the state auditor and the AG as well as the tax attorney the Council hired to re-file the 501(c)(3).

Action: it was M/S/P to keep the policy language as is.

3. Renewal invoice for 2018 Directors & Operators Insurance Policy

The Council recently received the renewal premium notice for the 2018 D & O policy. The new premium is \$1027.00 and is due by July 31. The policy cost in 2014 was \$778, 2015 - \$845, 2016 - \$978, 2017 - \$989.

Action: It was M/S/P to continue the policy and pay the stated premium.

OLD BUSINESS:

1. Reminder regarding OPMA Training for Council E-board (Cathy)

Mike, Adam, and Cindy completed the training as part of the Regional Council. Patrick has completed it on June 28, 2018.

Action: Cindy will re-send the training link to Cathy. (Update: Cathy completed training on July 10, 2018.)

2. Update on Cindy's Evaluation

Mike said he has received approximately 11 completed evaluations from various people but still has not received any from the Executive Committee members despite sending out an email several times. Those present said they do not recall receiving the previous emails with the form.

Action: Mike will send email out again with the attached form to the Executive Committee members.

3. MPD Contract

Discussed whether the Council should have a contract with Dr. Nania. Mike said some Washington Council's do have contracts with their MPD and that Thurston County sent us the contract they use. In general, the committee agreed there should probably be a contract with the MPD because of the amount of money involved annually (\$50,000).

Action: Cindy will email the Thurston County contract to the Executive Committee members for review and discussion at the next meeting.

4. Bylaws update:

Cathy said she worked with Cindy on a "show change" bylaws document that is ready to be presented to the Council.

Action: It was M/S/P to have the document's first review at the September Council meeting. The document will be emailed to Council members in July so they can begin reviewing the document prior to the first reading in September.

There was no further business and the meeting was adjourned.