



**Emergency Medical Services
EMS Oversight Board Meeting**
800 Chestnut Street
Online Meeting
May 25th, 2022 9:30 AM to 11:30

MINUTES

Board Members:

Satpal Sidhu, *Whatcom County Executive*
Michael Lilliquist, *Whatcom County Council*

Rob Roy Graham, *County Fire Commission Association*
Seth Fleetwood, *Mayor of Bellingham*
Scott Korthuis, *Small Cities Mayor*

Board Members Not Present:

Hall Walker, *Citizen Representative*

Tyler Byrd, *Whatcom County Council*

Also Present:

Mike Hilley, *WCEMS Manager*
Scott Ryckman, *Bellingham Fire Dept.*
Jeremy Morton, *WCEMS*
FC Bill Hewett, *Bellingham Fire Dept.*
Mel Blankers, *Whatcom Fire District 1*
Marianne Caldwell, *WC Finance*
Katie Poole, *WCEMS*
Steven Cohen, *WCEMS*

Dr. Marvin Wayne, *MPD, WCEMS*
Rosalee Cowan, *WCEMS*
David Pethick, *Asst Chief BFD*
Tawni Helms, *Whatcom County*
Hank Maleng, *Fire Chiefs Association*
Dewey Desler, *Citizen Representative*
Tyler Schroeder, *Whatcom County*

1. Welcome & Confirmation of February 9, 2022 Minutes (Executive Sidhu)
Korthuis approved, Graham seconded. Minutes were approved unanimously.

2. Review/Discussion of WCEMS Levy Plan Draft

Finance Overview/Budget Presentation

(Caldwell/Longman)

Caldwell presented the Standard Cost Model Spreadsheet developed by Patricia Dunn. Longman has developed the total cost for 4 ALS units (actual and needed) through BFD and FD7 averages, then compared those averages to CPI-W's of the King County area plus one percent to extrapolate through the 2023-2028 time period to predict future amounts needed for the ALS budget. Caldwell then presented the continuing revenues, expenditures, and administration expenses. Caldwell explained the impact of the expenditures on the ending fund balance. Lilliquist asked about the differences between draft 7 to draft 8 of the standard cost model spreadsheets, with the updated CPI-W forecast that has affected the ending fund balance

available for spending in the negative. Executive Sidhu asked for clarification about the differences between the target fund balance and the available for spending portion.

Korthuis proposed that a line could be added to the Levy Draft Plan so there is direction for what spending could be reduced in case the ending fund balance is impacted. McDermott and Ryckman provided input that the Technical Advisory Board (TAB) could provide insight as to what programs could have reduced expenditures if the ending fund balance dips below the healthy reserve.

Schroeder proposed that the EOB could recommend that the TAB create operational guidance on what programs can see expenditure reduction on an annual basis to the EOB if we get to that point. Caldwell showed potential alternatives that could happen. Executive Sidhu proposed an annual EOB revisiting of this document to keep a close eye on this spreadsheet.

Schroeder made a motion and recommendation for the Levy Plan: ***“That on an annual basis the EOB will review the EMS Standard Cost Model, with adjusted projected interest income, to see financial projections until the end of the Levy cycle. If financial changes need to happen, the TAB will provide recommendations for reductions in expenditures to retain a healthy ending fund balance of 70% of annual spending.”***

Korthuis approved, Fleetwood seconded. The motion was approved unanimously.

3. Review of Recommendations/EOB Endorsements (Hilley)

Hilley presented the Levy Plan Draft in brief, reviewing the different subcommittees and recommendation formats. No changes were made, except for the addition of the above motion/recommendation.

4. Review Resolution/Endorsement Letters

A recommendation for a motion was provided by Tyler Schroeder ***“The EOB moves to approve acceptance of the WCEMS Standard Cost Model Worksheet and Levy Plan Draft”***. The motion was approved/moved by Korthuis and seconded by Graham. The motion was unanimously accepted.

A final draft will be titled “WCEMS Levy Plan V-10”.

5. Good of the Order

Next EOB Meeting is Scheduled for June 15, 2022.

