

**LA PINE RURAL FIRE PROTECTION DISTRICT**  
**Board of Directors Regular Meeting and Public Budget Hearing**  
**51550 Huntington Road, La Pine, Oregon**  
**Meeting Minutes June 11, 2020**

**Open Meeting** Director Cox opened the meeting at 9:01 a.m. and led the flag salute.

**Roll Call**

Directors Present: Doug Cox, Jerry Hubbard, Larry South, Joel Witmer and Jim Landles.  
Staff Present: Chief Mike Supkis, Assistant Chief Dan Daugherty, Office Managers Bonita Johnson and Tracy Read.

**Public Forum**

Present: Charla DeHate, CEO of La Pine Community Health Center, Dick Swails, Budget Committee Member, Mike Lee, Budget Committee Member, Bradey Holt, Operations Manager of Cascades Medical Transit (CMT), Patrick Hannon, Owner of CMT.

**Regular Board Meeting Adjourned at 9:01 a.m.**

**Public Budget Hearing Opened at 9:01 a.m.**

**Public Comment** None

**Approval of Minutes from the May 12, 2020 Budget Committee Meeting**

**Action:** Director Hubbard moved to approve the minutes of the May 12, 2020 Budget Committee Meeting as presented. Second by Director Witmer; motion passed by a 5 – 0 vote.

**Board Discussion**

General Fund 2020/21 Fiscal Year Budget as approved by Budget Committee.

**Action:** Director South moved to approve the General Fund 2020/21 Fiscal Year Budget as approved by Budget Committee. Second by Director Landles; motion passed by a 5-0 vote.  
Capital Reserve Fund 2020/21 Fiscal Year Budget as approved by Budget Committee.

**Action:** Director Hubbard moved to approve the Capital Reserve Fund 2020/21 Fiscal Year Budget as approved by Budget Committee. Second by Director South; motion passed by a 5-0 vote.

Meszaros Fund 2020/21 Fiscal Year Budget as approved by Budget Committee.

**Action:** Director Hubbard moved to approve the Meszaros Fund 2020/21 Fiscal Year Budget as approved by Budget Committee. Second by Director Landles; motion passed by a 5-0 vote.

PERS Reserve Fund 2020/21 Fiscal Year Budget as approved by Budget Committee.

Director Hubbard inquired as to the PERS Reserve Fund transfer, Chief stated this is for the current FY and will likely not need to occur.

**Action:** Director Hubbard moved to approve the PERS Reserve Fund 2020/21 Fiscal Year Budget as approved by Budget Committee with two clerical corrections. Second by Director Landles; motion passed by a 5-0 vote.

### **Resolution #20-01**

**A Resolution Adopting the Budget, Making Appropriations, and Declaring the Tax Levy, dated June 11, 2020.** Director Hubbard read the Resolution in its entirety.

**Action:** Director South moved to approve Resolution #20-01. Second by Director Hubbard; motion passed by a 5-0 vote.

### **Approve LB Forms**

LB 20 General Fund 2020/21; LB 30 General Fund 2020/21; LB 11 Capital Reserve Fund 2020/21; LB 11 PERS Reserve Fund 2020/21; LB 10 Mike Meszaros Trust & Agency Fund 2020/21; LB 50 2020/21 Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Change on Property.

**Action:** Director Hubbard moved to approve LB 20 General Fund 2020/21; LB 30 General Fund 2020/21; LB 11 Capital Reserve Fund 2020/21; LB 11 PERS Reserve Fund 2020/21; LB 10 Mike Meszaros Trust & Agency Fund 2020/21; LB 50 2020/21 Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Change on Property as presented. Second by Director South; motion passed by a 5-0 vote.

**Budget Public Hearing Adjourned at 9:21**

**Regular Board Meeting Reconvened at 9:21**

### **Approval of Minutes**

Regular Board Meeting – May 14, 2020.

**Action:** After clarification of one item, Director South moved to approve the minutes of the May 14, 2020 board meeting minutes. Second by Director Hubbard; motion passed by a 5-0 vote.

### **Financials**

**A. Monthly Bills** Staff answered questions regarding expenditures and current revenue and expense statement.

- It was noted property tax revenue is at 102% of budget. Chief stated most additional revenue was due to prior year taxes being collected from a contested utility assessment in which the county (and all tax districts) prevailed.

- Line 6410 – CAD services. Inquiry as to whether the project is complete. Staff stated while the project is, not all expenses have been paid yet.
- Line 8135 – Line is over due to shipping charges for the forklift that was purchased.

**B. Monthly Expenses by Vendor**

No comments.

**C. Monthly Expense Report**

No comments.

**Action:** Director Landles moved to approve monthly expenses presented from 5/15/2020 – 6/11/2020 in the amount of \$265,240.16. No further discussion or comments. Second by Director Witmer; motion passed by a 5-0 vote.

**Management Report**

**A. Monthly Alarm Report.**

- It was noted call volume is increasing as expected. Chief Supkis stated there has been a 9% increase in the first six months of this calendar year, which will relate into an expectation of an 18% increase for the year. Part of the increase is likely COVID related. Transports are up 10% over last year. Multiple alarms are also at an all-time high.

**B. Multiple Alarm & Building Permit/Valuation Report.**

- Residential permits continue to increase; no new commercial building permits in May. This increase is on par with expectations.
- There was discussion regarding the Reserve in the Pines development. Chief stated currently they are in phase 1 of a three-phase project and are now working on readying the ground. No building permits have been pulled yet.

**C. Management and Activity Report**

- There was discussion regarding the increase in Code 99 responses, including nine in May.
- IOB responses have increased, although the burn season closed early in mid-April. Chief stated this has been an especially challenging season; residents are not calling to check burn status prior to burning debris. The cooler, wetter spring season has been helpful although it creates an assumption that it is okay to burn.
- There was discussion regarding the peer fitness evaluations, which went well however there are a couple of staff members who have not yet participated. This is being addressed as participation is required by the CBA and is actually run by the membership. It was noted that staff does have until July 1 to complete the process.
- Chief provided an update on the 2020 recruitment and orientation. Six letter intent signees attended orientation with a parent last Saturday and will come on board in August.
- New land planning/building permits/event code reviews. Chief stated there were five in May which is about average. Most new residential building is taking place in north end

of the District in the Deschutes River Recreation, Oregon Water Wonderland and Caldera Springs areas.

- There is ongoing dialogue with Sunriver and also Crescent regarding managing increased demands on resources. Sunriver is in the process of hiring but that would only complete its existing one crew and not add additional crews for response.

## **Correspondence / News**

### **A. ODF Grant**

### **B. Notice of budget meeting**

Chief noted interfacility transport appeals responses will be included in next month's correspondence.

## **Old Business**

### **A. Interfacility Transfers**

- Charla DeHate, CEO of La Pine Community Health Center, reported back on the Board's request for La Pine CHC transport calls. In May, there were 2 EMS transports from the clinic and five POV transports out of 2,314 medical visits last month. DeHate informed the Board of a meeting on Thursday, June 18, at La Pine CHC. Attending will be Deschutes County Commissioner Tony DeBone, Mike Richard, Vice President of Operations of St. Charles Health System, Tom Kuhn, Administrator of the Deschutes County Ambulance Service Area (ASA) Committee, Doug Kelly, Chair of the Deschutes County ASA, Patrick Hannon Owner of Cascade Medical Transport (CMT), Tammy Baney, Executive Director of COIC, Ms. DeHate and Chief Supkis. The goal of this meeting is to begin development of a plan for emergency transport in south Deschutes County. She also had a message from Dr. Richard Freeman, President of the Medical Group at St. Charles, who expressed interest in this collaboration. Ms. DeHate will report back after the meeting.
- Chief stated that until last week, St. Charles had been unresponsive to demands for payment. However, with several accounts now pending collections they are coming to the table to begin a dialogue to discuss what can be done and will be done. The concerns began about two years ago, and it has taken a lot of movement to get to this point.
- In response to Director South's question, Chief stated that he met with the mayor and city councilors last year when the Ordinances were going into effect. One councilor, Don Greiner, shared his experience being transported by ambulance to the emergency room from St. Charles La Pine. Greiner felt he was billed for an unnecessary transport, when what he needed was a visit with his primary care provider. Greiner felt he needed to be evaluated but not transported, and is supportive of the District's approach. Director South asked whether the city is aware of the financial impact of the interfacility calls on the District. Chief responded that each agency and entity is taking care of their own burden and it is important that everyone work together.
- There was additional discussion that other than Joe Sluka, all of the management at St. Charles is new, which adds an additional challenge to the discussion. Chief stated his last meeting with St. Charles was about two years ago. DeHate is hopeful that because so

much of the St. Charles management staff is new, it will help foster positive discussion and gain traction on this issue.

- DeHate reviewed the services offered by La Pine CHC and passed out brochures that outline those services. The goal of the services is to keep patients in touch with their primary care provider so they do not end up needing EMS. Director Landles offered that in the twenty years he has lived in La Pine, south county has always been looked down upon. DeHate agreed that was previously her experience as well. She feels the perception is changing and that it is important to keep asserting the work being done, and La Pine CHC is working with many collaborative partners in the area.
- Asked what the status is regarding the potential of La Pine CHC offering urgent care, DeHate responded that after consulting with the clinic's HRSA manager she was informed it is absolutely not in their purview. Director South asked how the purview could be changed. DeHate stated she would need to work with the federal government and offered to begin that conversation. Director South encouraged this work to continue.
- Chief Daugherty is currently researching whether non-emergency patients could be transported to La Pine CHC. He feels it would be possible but has not been able to verify that as yet. Permission would come from the State. DeHate asked if the Ambulance Service Area (ASA) plan would need to be amended. Chief stated the ASA does not prohibit or direct where patients are to be sent. In fact, with COVID some new avenues of patient care have been finally opened. Additionally, ASA does give cities, counties and fire districts the ability to create ordinances. Chief stated implementation of any type of this transport option would be a year or so off.

## **New Business**

### **A. La Pine CHC appeal of Invoice 53120**

- Charla DeHate, CEO of La Pine CHC, presented the appeal. Per La Pine CHC Dr. Michael Allen, a transport was appropriate. Director Cox reiterated that the District remains focused on the financial and political aspect of the cost of transport and being able to provide the resource as requested by the health care facilities. Chief Supkis responded the District reviewed the patient assessment and care documentation it did not meet the emergency standards of the ordinance thus denied the original appeal. Not agreeing with the ordinance is not a cause for appeal. Director Witmer asked whether CMT was called, DeHate stated they were not. She further stated she has been told different things and is hoping that when everyone is in the room her questions will be answered. While La Pine CHC has called CMT in the past, that option was not addressed this time. The last time DeHate spoke with CMT was when she and Dr. Allen met with Patrick several months ago. DeHate stated that CMT at that time that they do not have enough units and staff, and also the level of care required may not be able to be met. On this call, transport by CMT would not have been appropriate. The Ambulatory Service Plan is used as a guide when determining whether EMS transport is appropriate. Director Witmer asked whether consideration is given to whether the patient requires ALS or BLS care. He further stated he feels it is important to move in the mindset of the end goal. Director Landles asked whether EMS crews give an opinion as to whether transport is appropriate; Chief stated they do not at the health care facility as this they tried in the past has cause confrontations with the clinic's health care providers in front of the

patients. Additionally, at the time of handoff the patient responsibility is transferred from the medical provider to the EMS crew. Chief stated that in this case, the call did not meet the ASA definition of an 'emergent, unstable patient.' For the medical provider, it is more efficient to request emergency transport – quicker, no paper work, which is not the same as an ambulatory or non-ambulatory patient transported by a regular ambulance. Chief also reminded everyone that the District's EMS program operates on a fee-for-service basis, as mandated by the voters. Currently the District sustains a significant loss for each transport. The bigger issue is having no resources to answer 911 calls and ultimately the financial failure of the District.

#### **B. Public/Private Partnership to Assist Medical Facilities with Their Interfacility Transports - White Paper**

- Chief Supkis presented the board with a white paper. The proposal set forth in the public/private partnership idea states that the agreement would create a fourth virtual station in the District staffed by CMT. When a transport call comes in from a medical facility, CMT would be dispatched and respond with an ALS unit. The District would transfer the right to bill to CMT. It is thought, if possible, the agreement would take 60-90 days to implement. Director Cox asked what would happen if CMT is not available. The Chief stated CMT would need to conform all the existing ASA requirement that the service must be able to meet the time requirement 90% of the time. Cost to implement the program would be actual legal fees incurred. One option under consideration is that the CMT unit would be staffed at a 'virtual' station.
- Patrick Hannon, owner of CMT, stated a unit would be staged at the south end of Bend or possibly closer. DeHate asked what about this would be different from what was discussed when the program was initially considered in 2016. Chief responded the unit would be dispatched by 911, because the district has been unable to get the clinics to use CMT directly. This would also allow CMT some degree of certainty of use so they could bring on additional resources to the area. Chief reminded everyone involved that all agencies/providers are still bound by all EMS regulations. The draft agreement being considered would be provided to ASA and also to Deschutes 911. In 2019 there were over 200 medical facility transports. So far this year, La Pine CHC has cut their EMS calls almost in half, while St. Charles Family Care could likely reach 150 calls this year if the current trend continues. Currently, the majority of CMT transports are interfacility in the Bend-Redmond-Prineville area and they are dispatched by the St. Charles transfer center. Director South expressed appreciation to CMT for proactively taking part in the discussion.
- Director Hubbard requested a draft agreement for the partnership be brought to the board within the next 30 days, where if approved it will proceed with legal review. Once approved, the District will work to implement. ASA requirements will not be affected. Chief also stated that most larger communities and metropolitan areas have similar public/private partnerships. It was agreed that further discussion would be held off until after the June 18 meeting.

**C. Resolution #20-02**

**A Resolution Authorizing an Acceptance of Unbudgeted Revenue and Transfer to the Services Lines; the Material & Supply Lines; and the Vehicle and Facilities Maintenance Lines.** Director Hubbard read the Resolution in its entirety.

**Action:** Motion by Director Hubbard to approve Resolution #20-02. Second by Director South; motion passed by a 5-0 vote.

**D. Resolution #20-03**

**A Resolution Authorizing a Transfer from the Capital Reserve Fund Balance to the Equipment Expenditure Line.** Director Witmer read the Resolution in its entirety.

**Action:** Director Witmer moved to approve Resolution #20-03. Second by Director South; motion passed by a 5-0 vote.

**E. DKA Design (added agenda item)**

This is a Capital Expenditure project which will add restrooms and showers to stations 101 and 102 that has been part of the FY 20/21 planning. The board has the preliminary design and recently received official construction estimates which were within the project scope. A draft agreement for consideration. The District requests approval to enter to go into final design at a cost of \$46,215.00. DKA will bid and manage construction contracts. Director Hubbard inquired about the fee schedule (Attachment A). Chief stated their fee schedule is based on cost +10% to include other indirect expenses, which is standard, and the District feels this is a reasonable bid.

**Action:** Motion by Director South to approve. Second by Director Landles; motion passed by a 5-0 vote.

**Special Meetings and Workshops**

None

**Good of the Order**

Office Manager Bonita Johnson expressed her appreciation to the Board and staff as this was her last Board meeting. She has attended 240 board meetings and done eighteen years of budget work. She presented Director Cox with the Golden Water Meter, returned from the city, which was her final accomplishment in service to the Board.

**Next Meeting**

Regular Board Meeting scheduled at Station 101 – Thursday, July 9, at 9 a.m.

**Adjourn Regular Board Meeting**

Director Cox adjourned the board meeting at 11:00 a.m.

Respectfully Scribed and Submitted  
La Pine Rural Fire Protection District  
Administrative Staff

*Date Presented to Board and Approval*

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*Board Secretary*

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*Board President*

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