

Washington County EMS Alliance



**Washington County EMS Alliance
Governing Board
Meeting Minutes
December 16, 2024**

Attendance:

Member/Delegate			Back-Up Delegate	
Present	Name	Jurisdiction	Present	Name
X	David Downey (Chair)	City of Hillsboro		Greg Espinosa
X	Jim Geering (Vice Chair)	City of Forest Grove and City of Cornelius		Patrick Wineman
X	Mjere Simantel	Washington County	X	Marie Boman-Davis
X	Rodney Linz	Banks Fire District		Andrew Cooper
X	Deric Weiss	Tualatin Valley Fire & Rescue		Kenny Frentress
Affiliate Member Representative			Backup Representative	
X	Jennifer Romero	American Medical Response	X	Rob McDonald
X	Larry Boxman	Metro West Ambulance		Shawn Baird
X	Mark Buchholz	WCCCA		Jennifer Reese

Other Interested Parties/Staff:

Adrienne Donner (WCEMS), Tim Case (WCEMS), Gaby Rodriguez (WCEMS), Yera Castaneda (WCEMS) Kim Foster, Terra Amderson (AMR), Jason C. (AMR) Alyssa Mooney (WCEMS) Mohamud Daya (TVFR MD) Zach Hall (AMR), James Smario (TVFR), Austin DePaolo (Teamsters 223)

Summary of Actions and Decisions

1. Adoption of the Agenda
2. Review and approve October meeting minutes.
3. Strategic Planning
4. Workgroup Updates

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5. EMS Updates
6. Good of the Order (Public Comment)

Opening Comments

Chief Downey opened the meeting at 1:00 PM and welcomed everyone.

Adoption of the Agenda

Chief Downey asked the governing board members for a motion to adopt the agenda as presented, Mjere made a motion to approve, and Rob McDonald seconded. The agenda was adopted with no changes.

Review and Approve Minutes

Chief Downey asked the board members if everyone had a chance to review the October meeting minutes and asked for a motion to approve with a minor change to the name of Hillsboro staff name to read Ben Tanner. Chief Weiss made a motion to approve; Chief Downey seconded; the meeting minutes were approved with mentioned change.

Public Comment

Chief Downey welcomed public comment. No public comment.

Strategic Planning –

Proposed changes to bylaws:

- Proposed changes to the section 2b, officers on p5, the original by laws state that only the primary can be chair or vice chair the proposed change is that either primary or backup delegate members can hold that role.
- Please take some time to review the bylaws for possible future changes.
- Picture capture from the chat with proposed changes:

B. Officers

1. Presiding Officer/Chair: Governing Board members shall select a presiding officer/chair from among them, or their alternative delegates, to serve for a term of one year. 🗨
2. Vice Chair: Governing Board members shall select a vice chair from among them, or their alternative delegates, to serve in the Chair's absence.
3. Term: Role of Chair and Vice Chair will be revisited annually and confirmed via vote.
4. Chair and Vice Chair can hold consecutive terms.
5. Neither Delegate nor Alternate delegates do not take on the role if the other of the primary delegate if they holds an officer position and is absent. 🗨

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- Chief Weiss wanted to clarify #5 if the backup delegate from an agency is chair it does not transfer to the primary for that agency, it is the responsibility of the vice chair to assume role of the missing chair role for that meeting.
- Chief Downey asked all voting members if no changes needed for someone to make a motion to approve the proposed changes to the bylaws as presented. Chief Linz made a motion to adopt, Chief Weiss seconded the motion. All voting members present are in favor the motion carries and changes are adopted effective immediately.
- Everyone has the most current version of the bylaws, minus the changes as discussed today.
- Please take a moment to review the bylaws and send any changes to Yera so we can collect all the information and discuss at the next meeting.

- Gaston and Cornelius situation was never resolved can include this as a conversation for the next meeting.

Chair and Vice Chair nominations and voting:

- Chief Downey asked Mjere if she would be interested in taking the role of chair for this group. Mjere is hesitant to take on this role due to workload and very little knowledge of time commitment requirement for this role. Chief Downey shared his experience in this role for the last few years with the group.
- There is no interest in taking this role from Banks or Forest Grove.
- There are no nominations for the roles for this group during this meeting, representatives and delegates from each agency will review the bylaws and speak to their leadership teams and come back to do this action item at the next meeting in January.
- The new change to the bylaws gives us the flexibility to postpone the voting.
- All agencies please review the bylaws and send to Adrienne and Yera your nominations for these roles.

EMS Alliance Workgroup Updates:

- **Resource management workgroup**
 - First meeting happened for this group and are now trying to bring members up to the scope of this body of work.
- **Regulatory documents workgroup**
 - No new updates
- **System stewardship workgroup**
 - Will not meet until January because of the holidays.
 - Also waiting on members of this group to be up to the scope of work on this body of work.
- **Data workgroup**
 - Data Use agreement is currently being reviewed by all fire agencies and AMR as soon as all agencies approve it, or all questions come in will schedule a meeting to go over these.
 - Jack is out of the office for a while.
 - Sometime in 2025 the workgroups will need to be revisited.

EMS Staff update:

- Working on several projects: we just wrapped up Multi-Agency Training (MAT) last week had good participation from all agencies except for the west region as they are heavily staffed by volunteers.
- Changed up the way we did the scenarios, this year 95% conversation based.
- Thank you to Andrew Kindblade from HFD and his Mother Sandra Kindblade

Agency Updates:

- **TVFR**
 - Thanks to Marni for her partnership with the Alliance.
- **Forest Grove/Cornelius Fire**
 - Thankful to Marni for the support to this group.
- **Banks Fire**
 - No new updates

- **Gaston Fire**
 - No new updates
- **Hillsboro Fire**
 - Changes in chief officers
 - Chief Ben Tanner will be new EMS chief.
- **Medical Directors**
 - No new updates
- **WCCCA**
 - No new updates
- **MWA**
 - Staffing continues to remain steady in the month of Nov we had a total of 19 - #1 transports.
- **AMR**
 - QAF program in Oregon is still in pause, still waiting to make first payment and receive reimbursement.
 - On 12/13/25 we added 2 ALS ambulances to our deployment and are now at 35 ambulances in Washington County.

Public Comment

Chief Downey opened the meeting up to public comment. There is no one for public comment.

Good of the Order

- Rob McDonald would like to introduce a subject matter on how urban and suburban response zones in the county are determined, he is looking for consideration of how the zones are identified to look at the lines and make sure they are still accurate as they were 5 years ago.
- Tim brief overview urban zone follows urban growth boundary and with the last ASP update added those to the urban zone (current ASP) there was very little urban zone growth in the last 10-15 years the change that happened only included Sherwood Highschool.
- Suburban zone there was not much change there either.
- If this is something folks are willing to discuss, this is something that is discussed in the governance documents workgroups. WashCo now has a neighboring agency agreement with Clackamas County due to boundary lines cross over.
- If you are interested in either of the Chair and Vice Chair positions or have nominations, please send Adrienne the information so she can put it on the agenda.
- If you have any agenda items for the next meeting please send them to Adrienne, Chief Downey, Chief Geering, or Yera.

Meeting was adjourned at 1:50 pm.

Next meeting: January 23rd, 2025

Minutes compiled by Yera Castaneda