North Region EMS & Trauma Care Council

Council Meeting

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August 28, 2025 - Zoom Meeting Minutes *(recorded)*

The meeting was called to order by Chair Mike Hilley at 9:24am.
It was announced that a quorum was present. (50% of members)

Attendees: **NREMS STAFF:** Greg Perry

NREMS COUNCIL BUSINESS

Approve 8/7/25 Council Meeting Minutes: The 12/424 Draft Council meeting minutes were unanimously approved without corrections or objections. Motion to approve was made by Bill Harris and seconded by Nick Walsh.

Treasurers Report - The current bank balance is $27,768.92. A motion was made to approve the annual insurance renewal invoice for approximately $1,302.00. Nick Walsh made the motion, and it was seconded by Bill Harris. The motion carried unanimously without objection. Brian Mills inquired about the implications of a potential merger on the insurance coverage, to which it was stated that the separate 501C organizations would remain distinct.

New Business - The discussion then focused on several operational challenges faced by Mike, particularly regarding issues with the Microsoft 365 account that affected access to the Teams meeting. Bill Harris and Nicholas Walsh highlighted the login difficulties experienced by many members, which resulted in a light quorum. The group considered transitioning to a paid Microsoft account to improve reliability and discussed enhancing communication about meeting links through individual emails.

Travis reported on the status of applications for his AC position, noting five candidates with the application period closing soon. Bill expressed concerns about the quality of applicants, mentioning competition with Nick for the same candidates. The conversation included collaboration challenges with fire authorities and Skagit County.

Min/Max - The council then discussed an increase in BLS transport licenses and considered an ALS aid license for Oak Harbor in response to projected population growth. Travis confirmed that the state approved the BLS unit credential application. Travis also outlined the EMS council's efforts to enhance the emergency medical services on Whidbey Island, including a vote to increase BLS transport licenses to five. He emphasized the need for compliance with state requirements and the importance of expanding services in response to a projected 60% population increase over the next 20 years. This will now increase the Max for AMBV-BLS from 2 to 4 and the AIDV-ALS from 0 to 1. Josh Pelonio motioned to approve the increases, and it was seconded by Nick Walsh. The motion passed unanimously without dissent.

APPROVED

Bylaws change - The North Region Council discussed a proposed bylaw amendment to allow the establishment of an office within Washington, which would support virtual and in-person meetings. This change is intended to streamline the process of contracting an executive director, with Greg Perry identified as a suitable candidate. The council reviewed the proposed language and made adjustments to ensure consistency with previous bylaws before moving to a vote. There was unanimous consent for approval.

Memorandum of Understanding – Mike Hilley introduced a draft MOU to formalize the relationship between the North and West Region Trauma Councils, focusing on the consolidation of executive leadership duties. The MOU aims to support the transition of responsibilities to Greg Perry, who will start managing tasks such as taking minutes and updating the website. Bill Harris raised concerns about the lack of compensation for Greg's additional work, while Mike acknowledged the need for administrative support and expressed willingness to discuss compensation in the forthcoming contract. Brian Mills questioned the vague time frames outlined in the principles of the agreement. Mike Hilley responded by suggesting an effective date from the date of signing with an expiration date of December 31, 2025. This will force the council to action much quicker. The group discussed the wording and agreed on the terms, leading to a motion for approval. Brian Mills made a motion to approve the MOU and it was seconded by Paul Williams. The MOU was unanimously approved, allowing for the initiation of contract negotiations.

Chair Transition – Chair, Mike Hilley is preparing for a transition in leadership as he approaches retirement on November 14th. He emphasized the importance of finding a new chair and suggested that nominations be made during the September 11th regional meeting. Additionally, there may be an opportunity for him to remain involved in a lower membership position on the council if the council wishes.

Announcements/Assignments/Adjournment:

Mike will continue to work on the issue with the Microsoft 365 account and get it back up and running. He will also send the contact information of the IT guy to Greg Perry for further communication regarding North Region prior histories. He will also forward budgeting information to Greg. They will schedule an in-person meeting soon to exchange computers and related files.

Next Council meeting will be held September 11, 2025, 9:00am. Likely to be a Zoom meeting.

Meeting adjourned at 10:21am.

APPROVED