

FRANKLIN COUNTY PUBLIC HOSPITAL DISTRICT #1

REGULAR MEETING

605 S. COLUMBIA AVE., CONNELL, WA
TUESDAY, OCTOBER 14, 2025, AT 2:00PM

CALL TO ORDER – 2:02PM

ROLL CALL

- Commissioner Chair Mike Harrington via phone, Commissioner Robert Andrews, Commissioner Lori Hayles, Chief Administrative Officer Ken Woffenden, Chief of Operations Jason McGary via phone, and Administrative Assistant Heather Benson. Public members in attendance: Rolando Rivera, Onna Pollock, Dana Herron

APPROVAL OF AGENDA

- Commissioner Hayles made a motion to approve the agenda as written. Chairperson Harrington seconded the motion and passed.

MINUTES

- Commissioner Hayles made a motion to approve the minutes from the Regular Business Meeting on September 9, 2025, as corrected with a change of the next meeting date. Chairperson Harrington seconded the motion and passed.

COMMISSIONERS REPORT

- Commissioner Hayles – Met with Chief McGary, Chief Woffenden, Cpt. Rickenbach, Admin. Assist. Benson, and Assist. Clark to listen to Paylocity's payroll demonstration and to review BBSI's payroll services. A demo for scheduling services with BBSI is planned for late October. Additionally, the same group convened to discuss the 2026 budget.
- Commissioner Andrews – Nothing to report at this time.
- Chairperson Harrington – announced his resignation as Commissioner December 31, 2025.

CHIEF ADMINISTRATIVE OFFICER REPORT

- Discussed about the stations' door locks needing replaced and the staircase for Basin City Station.

CHIEF OF OPERATIONS REPORT

- The MPD recently made changes to trauma protocols. Changes will be presented at the next OTEP meeting.
- Scheduling for VOD shifts are changing.

BASIN CITY STAIRCASE

- The staircase has been delivered to Basin City Station. The next phase is the installation of the exit door.

NEW AMBULANCES

- Chief Woffenden presented photos of the new ambulances in production. The ambulances will have power load systems installed but will need radios. Delivery is expected by mid-December 2025.

BBSI PAYROLL QUARTERLY TAX REFUND

- Commissioner Hayles made a motion to release the overpayment credit to Labor & Industries of \$1,422.57 back to BBSI. Chairperson Harrington seconded the motion and passed.

PATIENT WAIVER 7/23/2025

- Chairperson Harrington made a motion to waive the charges on July 23, 2025 incident, due to false information from patient and correct data cannot be found. Commissioner Andrews seconded the motion and passed.

DISTRICT WIDE DOOR LOCKS

- Chief Woffenden presented the quotes from Mount’s Lock and Key, AAA, All Points Locksmith, and Steeber’s Lock Service. All Points Locksmith and Steeber’s Lock Service did not submit a quote. AAA does not service Connell area.
- Commissioner Hayles made a motion for Mount’s Lock and Key to install new door locks with keypad entry on all man doors for every station for \$23,529.70. Chairperson Harrington seconded the motion and passed.

BACKGROUND SCREENING

- Washington State Patrol will be used for employee background checks.

SHIFT SCHEDULING PLATFORM

- VOD Shifts 1-4 will be chosen by seniority. VOD Shifts 5-8 will be chosen by activity in the District.

2026 BUDGET REVIEW

- Franklin County Regular Value went down about \$20,000,000.00 due to the closure of Lamb Weston. Commissioners reviewed the 2026 Budget.

EXECUTIVE SESSION

- No executive session at this time.

ACTION ITEMS

- No Action Items needed.

PUBLIC COMMENTS

- No Public Comments

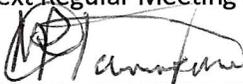
FINANCIALS

- Admin. Assist. Benson presented the September 2025 Treasurer’s Report, the FCPHD1’s October 2025 Expenditures, and Payroll 25PR18 and Payroll 25PR19. Commissioner Hayles made a motion to approve all financials as presented. Commissioner Andrews seconded the motion and passed.

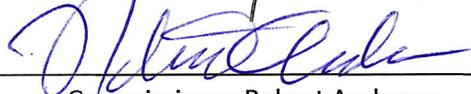
Payroll - EFT	25PR18	\$ 32,848.82
Payroll - EFT	25PR19	\$ 34,131.17
Vouchers	25V260-25V292	\$ 38,605.22
TOTAL		\$ 105,585.21

ADJOURN

- Chairperson Harrington adjourned the meeting at 3:48pm.
- Next Regular Meeting will be November 12, 2025, at 2:00pm



Commissioner Chair Mike Harrington



Commissioner Robert Andrews



Commissioner Lori Hayles



Administrative Assistant Heather Benson