

Approved 3/8/07

**Northwest Region EMS Council Minutes**  
**November 9, 2006**  
**The Lodge at Sherwood Village**  
**Sequim, WA**

REPRESENTATIVES IN ATTENDANCE:

Clallam

Karen Blore (absent)  
Keith Bogues (absent)  
Allen Knobbs  
John Wright

Mason

Terri Gushee (absent)  
Steve Grout (absent)  
Tim McKern  
Terry Anderson  
Aaron Espy  
Richard Knight (absent)

West Olympic Peninsula

Kim Gracey (absent)  
Jonni Trettavick  
Louise Smith (absent)  
Dan Druge (absent)  
Tomi Gingell

Local Law Enforcement

Vacant

Local Elected Official

Leslie Scholfield

Naval Hospital Representative

Vacant

State EMS Administrator

Scott Hogan

Northwest Region EMS Staff

Anice Grant  
April Borbon  
Dave McCarthy

Jefferson

Jim DeCianne  
Rolf Schumann (absent)  
Robert Moser (absent)  
Cathy Langley (absent)

Kitsap

Judy Van Hook (absent)  
Stan Plyler (absent)  
Cliff Wilson (absent)  
Kim Doyle  
Teri Davis (absent)

Medical Program Directors

Mark Eisenberg, MD (absent)  
Joe Hoffman, MD  
Sandra Smith-Poling, MD (absent)  
Steve Churchley, MD (absent)

USDA Forest Service/Park Service

Martha Hutchinson

Consumer Representative

Vacant

Coast Guard Representative

Vacant

Region 2 Public Health

Brian Arcement (absent)

Visitors

Mary Flick  
Dan Smith  
Melody Westmoreland  
Heidi Pinnell  
John Schonig

**Northwest Region EMS Council Minutes  
November 9, 2006  
The Lodge at Sherwood Village  
Sequim, WA**

- I. Meeting called to order by Chairperson Tim McKern at 12:00pm
- II. Approval of September 14, 2006 Minutes

<p>Terry Anderson moved to approve the September 14, 2006 minutes as presented. Kim Doyle seconded the motion. Motion was called with a unanimous vote to approve the minutes as presented.</p>
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- III. Treasurer Report

- A. FY'07 Budget Report

- The FY'07 Budget Report was included in the Council packet. The Budget Report shows expenditures for the first two months of FY '07. Training is currently going on which has not been paid for yet. Funds for an expected EMT and ILS class will need to be reallocated as these two classes were cancelled.

- IV. Chairs Report (Tim McKern)

- Tim reported that the Designation and QI Committee meetings which were held today went very well and provided good information.

- V. MPD Report (Dr Joe Hoffman)

- Dr Hoffman reported that the MPDs met with Dave recently to do a final review of the Protocols. After this meeting Dave met with the DOH to review the Protocols. The MPDs will look over the Protocols one more time before they are sent to the printers.

- VI. DOH Report (Scott Hogan)

- The Governor's Steering Committee met in September and worked on the goals and objectives for the Trauma System. Scott discussed some of their goals with the group. The Cost TAC met and will conduct a study to evaluate trauma system costs; this study should be completed in 2007. The WEMSIS pilot program is on-going. Hospital min/max number presentations will be given to the Steering Committee by each Region at the March 2007 meeting. Melody Westmoreland is the new Section Manager for the Licensing and Certification Section. The Education and Training TAC met and decided to stop their WAC revision process until the Steering Committee review process

is completed. It was determined that the 40-hour instructor training course does meet the SEI requirement. The other TACs have been meeting and identifying their overarching goals. The Pediatric TAC will meet on November 21. There is now a meeting calendar on the DOH website which lists all DOH, TAC and other meetings. There was discussion about adding regional courses, conferences, and training sessions to this calendar as well; this will be discussed at next week's RAC meeting. A Regional map was provided to the group at today's meeting; all participants were asked to look at the map and make sure their response areas were accurately outlined on the map and to make sure the description of their response areas in the Regional Plan were correct. There will be an MPD Conference in SeaTac on December 6. Melody added that there are two openings on the L&C Committee; anyone interested in joining this committee should contact Melody. Tim noted that MIR forms were discussed at the earlier QI Committee meeting; these should be revised to correspond with the information required by WEMESIS.

VII. Region 2 All Hazards Planning Update (Anice Grant)

The Hospital Meetings are continuing. The new fiscal year began in September. The new project for this year will be developing a Healthcare Coalition and adding more partners from smaller clinics and tribes to the group. They are now working on the Coalition mission and charter.

VIII. Naval Hospital Report

No report.

IX. Coast Guard Report

No report.

X. Olympic National Park Report (Martha Hutchinson)

Martha reported that 33 people completed their three-day National Registry refresher course held last month. Dave updated the park's AEDs and also provided updated CPR training for them which was appreciated.

XI. Correspondence

A. DOH Reappointment Letter for Kim Doyle

A letter from the DOH reappointing Kim Doyle to the Regional Council was included in the meeting packet.

B. DOH Reappointment Letter for Kim Gracey

A letter from the DOH reappointing Kim Gracey to the Regional Council was included in the meeting packet.

C. Letter of Appreciation—Abundant Life Church

A letter of appreciation to the Northwest Region for their donation of helmets for the Abundant Life Church Back to School Fair was included in the meeting packet.

D. Questions and Answers about Airlift Northwest

A question and answer sheet from Airlift Northwest about their current operations was included in the meeting packet.

E. DOH Reappointment Letter for Al Knobbs

A letter from the DOH reappointing Al Knobbs to the Regional Council was included in the meeting packet.

F. DOH Appointment Letter for Mary Flick

A letter from the DOH appointing Mary Flick to the Regional Council was included in the meeting packet.

G. DOH Updated Council Structure 10/20/06

A copy of the Updated Council Structure was included in the meeting packet.

H. October 'What's Happening' Newsletter

A copy of the October 'What's Happening' newsletter was included in the meeting packet.

I. November 'What's Happening' Newsletter

A copy of the November 'What's Happening' newsletter was included in the meeting packet.

XII. Unfinished Business

A. DOT Hood Canal Bridge Closure Update

Minutes from the October 12, 2006 Hood Canal Bridge Closure meeting were included in the meeting packet. The DOT is now in the lease negotiation process for ferry dock sites which will be used during the closure. Anice reported that the DOT will work with EMS when considering how to outfit the ferries to be able to transport a gurney on the passenger ferries which will be used during the closure. The next meeting will be held in January and Anice encouraged everyone to participate in this planning process. The group will also be determining if a blanket

variance can be granted by the DOH instead of each agency needing to apply separately for variances.

B. AHA CPR Guidelines

1. Correspondence to AHA

A copy of the letter from the Regional Council to the AHA expressing the Council's concerns about the new CPR guidelines was included in the meeting packet. Anice has not yet received a response to this letter from the AHA.

2. Correspondence from Mike Lopez, DOH

An email from Mike Lopez regarding Dr Smith-Poling's concerns about the new AHA CPR guidelines was included in the meeting packet. In this email he cites AHA ECC Guidelines which reference provider exhaustion.

3. 'What Now for AutoPulse?'

An article about the AutoPulse system was included in the meeting packet as an FYI.

XIII. New Business

A. Response Area Map

A copy of the Northwest Region Response Area Map was provided at the meeting. All attendees were asked to look at the map and make sure their response areas were accurately outlined.

B. 2007 Meeting Location

The group discussed the meeting location for 2007.

<p>Terry Anderson made a motion to hold the Northwest Region Council meetings at the Lodge at Sherwood Village in Sequim for 2007 and to move the May 2007 meeting to June 14, 2007. Dr Joe Hoffman seconded the motion. The motion was unanimously approved.</p>
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XIV. Prevention Report (April Borbon)

The IPPE/Prevention Report which outlines the Injury Prevention activities which took place in the Region over the past two months was included in the meeting packet. Pandemic Influenza brochures from the DOH were provided to all in attendance.

XV. Training Report (Dave McCarthy)

A. Protocol Update

The Protocols are almost finished. Parts of the Protocols have already been sent to the printers. The Protocols should be out before Christmas. The cost for the Protocol flip books should be about \$13 per copy plus tax and shipping.

B. Training Report

After the Protocols are finished, the next project will be updating the OTEP program. Dave is putting together the class calendar now; ALS/ILS, PEP, and ACLS for EMT courses will be among the classes scheduled.

XVI. Committee Reports

A. Executive/Funding Committee

This Committee has not met recently.

B. TED Committee

This Committee will meet before the January meeting to discuss the OTEP program.

C. QI Committee (Karen Blore)

This committee met today. At today's meeting they discussed case reviews and the state MIR forms. Forks Hospital will soon be opening their new surgery center. The Committee recommended keeping the same hospital min/max numbers.

<p>Terry Anderson made a motion to accept the QI Committee's recommendation that the hospital min/max numbers remain the same. Kim Doyle seconded the motion. The motion was unanimously approved.</p>
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XVII. Local Council Reports

A. Clallam—Their Council did not meet recently. On November 15<sup>th</sup> they will hold a NIMS table-top drill, possibly based on a bio-terrorism incident, with the Coast Guard.

B. Jefferson—No report.

C. Kitsap—Their ACLS and PALS courses are finished. Their EMT course is ongoing. The CBD course is completed. They may begin using King

County's online OTEP for CBD soon. They have been conducting a CBD QI process and updating their CBD guidelines.

D. Mason—Their EMT class is ongoing. An IV-Tech course will be held in November and December in Shelton. Their Paramedic OTEP program is going well.

E. West Olympic Peninsula—They held an ILS course in Neah Bay and an IV-Tech course in Clallam Bay. Their EMT course will begin in January. The water emergency at Neah Bay made them put their emergency preparedness plan into action. This showed the importance of having emergency preparedness plans and also the importance of conserving water. They may soon be online with the OPSCAN program.

#### XVIII. Other—Good of the Order

The Nominating Committee recommended that the Council keep the same slate of officers for this year's elections.

Terry Anderson made a motion to keep the same slate of Regional Council officers for 2007. Dr Joe Hoffman seconded the motion. The motion was unanimously approved.
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Terry Anderson reported that the SEI expiration dates did not roll over.

#### XIX. Adjourn

The meeting was adjourned at 1:15pm.