

Northwest Region EMS Council Minutes
September 9, 2004
Cornerstone Building
Bremerton, WA

REPRESENTATIVES IN ATTENDANCE:

Clallam

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

Jefferson

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

Mason

Steve Anderson (absent)
Steve Grout (absent)
Tim McKern
Terry Anderson (absent)
Bob Burbridge (absent)
Aaron Espy

Kitsap

Judy Van Hook
Stan Plyler
Cliff Wilson (absent)

West Olympic Peninsula

Kim Gracey
Jonni Trettavick (absent)
Cora Fletcher (absent)
Elizabeth Buckingham
Dan Druge (absent)

Medical Program Directors

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

Local Law Enforcement

Vacant

USDA Forest Service/Park Service

Dan Pontbriand (absent)

Local Elected Official

Leslie Scholfield (absent)

Consumer Representative

Edward Bentley (absent)

Naval Hospital Representative

Phil Hunt

Coast Guard Representative

Vacant

State EMS Administrator

Vacant

Department of Health

Scott Hogan

Northwest Region EMS Staff

Anice Grant
Zita Wiltgen
April Borbon

Visitors

Rick Gunderson
Kim Doyle
CDR Bob Morash
Elizabeth Gonzalez-Nugent

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I. Audit Review

The financial records for the past two months were reviewed by the Audit Committee; everything was found to be in order.

II. Ruby's Retirement Reception

III. Meeting called to order by Chairperson Tim McKern at 12:00pm

IV. Approval of May 13, 2004 Minutes

<p>Stan Plyler made a motion to approve the May 13, 2004 minutes as written. Kim Gracey seconded the motion. Motion was called with a unanimous vote to approve the minutes as written.</p>

V. Treasurer Report

A. FY'04 Year End Budget Report

The FY'04 Year End Budget Report, which details our annual budget spent for FY'04, was included in the Council packet. The report showed a balance remaining of \$2,226.17.

VI. Chairs Report (Tim McKern)

Tim thanked everyone for attending Ruby's retirement reception today.

VII. MPD Report

Dr Joe Hoffman--Mason County is starting their ALS/ILS OTEP program. They will share their program with the other MPDs if requested.

Dr Mark Eisenberg—Kitsap County is working on their ALS OTEP program.

Dr Sandra Smith-Poling—They have instituted ALS/ILS OTEP as well. Dr Smith-Poling noted that doctors attending the state MPD Conference supported the use of epinephrine and Benadryl, as appropriate, for all ages.

VIII. DOH Report (Scott Hogan)

The DOH website continues to grow. There is a lot of OTEP information on the site as well as a link to the national Scope of Practice draft.

The Biennial Trauma Plan format draft has been completed and distributed. The AEDs have been distributed. The data collection program is ongoing. Everett has instituted a new CBD program. Mike Lopez has been hired as the new section manager for regional support.

IX. Region 2 All Hazards Planning Update (Rick Gunderson)

The department has received notice that they will receive the same amount of funding for this year as they received last year. This funding will be used for planning, exercises, training, and equipment purchases.

Seattle will be participating in the Cities Readiness Initiative (CRI) program which will allow cities to access the National Pharmaceutical Stockpile rapidly. Some of this funding may make its way to Kitsap county as well.

They are in the process of planning for a pandemic influenza outbreak. They are working with the British Columbia government on this project.

In March 2005 there will be an infectious disease exercise. On November 17th there will be an isolation and quarantine workshop; a flyer is available on this workshop by contacting Rick.

X. Correspondence

A. DOH—New Licensing and Certification Assignments

An information sheet outlining the areas of responsibilities in the Licensing and Certification department was included in the Council packet.

B. DOH—Stan Plyler Reappointment Letter

A letter from the DOH reappointing Stan Plyler to the Regional Council was included in the Council packet.

C. DOH—Licensure Renewal Notice

A letter advising that renewal notices will be sent to those whose EMS licenses will expire was included in the Council packet.

D. Steve Anderson's Active Duty Notification

A copy of an email from Steve Anderson notifying the Region that he will be on active duty with the Army for six months was included in the Council packet.

E. WTSC—Youth DUI Victim’s Panel Grant Denial

A letter from the WTSC denying our grant request for the Youth DUI Panel was included in the Council packet.

F. WTSC—Sober Roadways Grant Denial

A letter from the WTSC denying our grant request for the Sober Roadways DUI Panel was included in the Council packet.

G. Port Gamble S’Klallam Police Department Thank You Letter

A letter thanking the Region for providing bicycle helmets to the Port Gamble S’Klallam tribe was included in the Council packet.

XI. New Business

A. FY’05—FY’07 Biennial Trauma Plan Update

The Statement of Work (SOW) has been completed and was discussed at the last RAC meeting. A new area covered in this SOW is preparedness. Regions will be required to complete a treatment plan for radiation/burns during the next biennium.

B. Prevention Committee

The Prevention Committee reactivation will be discussed.

XII. Unfinished Business

A. Hospital Preparedness Plan Report

This information was covered in section IX above.

B. DOT/Hood Canal Bridge Closure Meeting Update.

The Hood Canal Bridge is slated for a two month closure in 2007. Currently the bridge is closed for short periods of time during this pre-construction phase. Anice and Kim will be working on an impact statement. The next meeting will be scheduled for November.

C. RAED Grant Update

30 AEDs were distributed and training has been completed. Several additional AEDs were purchased through the region at the grant price.

The regions have a commitment letter from the manufacturer to keep the price the same for next years' grant cycle. Zita will be sending out quarterly surveys to all agencies that received the AEDs in order to keep our records updated. Each county is responsible for setting up their own AED programs which are overseen by the MPDs. Anice noted that if the AEDs provided through this grant will be used for EMS agencies, it is possible to remove the bystander prompts.

D. Needs Grant Update

The Needs Grants process has been completed for this fiscal year.

XIII. Prevention Report (April Borbon)

April's training report which details the Prevention activities that she is involved in was included in the Council packet.

XIV. Training Report (Zita Wiltgen)

Zita's training report, which lists the training activities that she has been working on was included in the Council packet. Also included in the packet was a new training roster required by the DOH.

A. Protocol Review Plan

A plan for the 2006 revision of the protocols was included in the handouts.

XV. Committee Reports

A. Executive/Funding Committee

The Executive/Funding Committee met today prior to this meeting. All was found to be in order.

B. TED Committee

The TED Committee has not met; no report was given.

C. QI Committee

The QI Committee has not met. Their next meeting will be in November.

D. Bio-Terrorism Work Group Report

The Bio-Terrorism Work Group has not met; no report was given.

E. Naval Hospital Report (Dr Phil Hunt)

A new military program called the Guardian Program is now in effect; it will upgrade the bio-terrorism defense capabilities of 200 bases.

F. Coast Guard Report

No report was given.

G. Olympic National Park

Olympic National Park will be hosting an EMT Refresher course.

XVI. Local Council Reports

A. Clallam—No report was given.

B. Jefferson—This report was given during the MPD report.

C. Kitsap—They have a new MPD, new EMS Manager and new secretarial staff. They are currently working on updating EMS provider policies including the restraint policy and the new paramedic policy.

D. Mason—Mason County completed a successful summer EMT class. They may have a fall EMT class.

E. West Olympic Peninsula—No report was given.

XVII. Other

Anice provided the Regional Funding Contracts to each of the County representatives at the end of the meeting.

Scott Hogan noted that there will be a Trauma Outcome and Improvement Course offered by the Society of Trauma Nurses in Portland, OR on October 20th.

XVIII. Adjourn

The meeting was adjourned at 1:15pm.