

Northwest Region EMS Council Minutes
May 11, 2006
The Lodge at Sherwood Village
Sequim, WA

REPRESENTATIVES IN ATTENDANCE:

Clallam

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

Mason

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

West Olympic Peninsula

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

Local Law Enforcement

Vacant

Local Elected Official

Leslie Scholfield (absent)

Naval Hospital Representative

Phil Hunt

State EMS Administrator

Scott Hogan

Northwest Region EMS Staff

Anice Grant
April Borbon
Dave McCarthy (absent)

Jefferson

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

Kitsap

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

Medical Program Directors

Mark Eisenberg, MD
Joe Hoffman, MD (absent)
Sandra Smith-Poling, MD
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
Heidi Pinnell

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- I. Meeting called to order by Chairperson Tim McKern at 12:15pm
- II. Approval of March 9, 2006 Minutes

Judy Van Hook moved to approve the March 9, 2006 minutes with a correction to Ted Wakley's name. Aaron Espy seconded the motion. Motion was called with a unanimous vote to approve the minutes as corrected.

- III. Treasurer Report
 - A. FY'06 YTD Budget Report

The FY'06 YTD Budget Report was included in the Council packet. The report shows that some funds were re-appropriated for other classes within the same counties; these changes were approved at the last Executive/Funding meeting. Tim reminded the group that the end of the fiscal year is coming up so all unused funds need to be given back to the Region as soon as possible for re-appropriation.

- IV. Chairs Report (Tim McKern)

Tim noted that next week is EMS week and he extended his thanks to all of the providers in our Region. He added that the Executive/Funding meeting held last month was the shortest ever due to the realistic budgets presented by all of the counties.

- V. MPD Report

Dr Eisenberg reported that the MPDs are waiting to review the Protocols as soon as they are completed.

- VI. DOH Report (Scott Hogan)

Scott provided a 'DOH Update—May 2006' to all in attendance which gave a brief summary of all of the things that are happening at the DOH Office of EMT and Trauma. The new Chair of the Steering Committee has put together a retreat which will be held next week in Kirkland. The retreat will review the overall EMS and Trauma system in the state of Washington.

Anice noted that the Needs Grants have been approved; both Ray Ellis Ambulance and MCFD #18 received funds from the grant.

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

On May 18th there will be a Region 2 Hospital Exercise which will focus on communications. Harrison Medical Center and Jefferson Healthcare will also hold a decon exercise at that time as well. The next Region 2 Hospital Preparedness Meeting will be held in Forks on June 1st.

VIII. Naval Hospital Report (Dr Phil Hunt)

Starting in October, Federal Fire Department EMTs will staff the ambulance at Branch Medical Clinic Bangor instead of the Navy EMTs who currently staff the ambulance. Dr Hunt will be retiring in June.

IX. Coast Guard Report

No report.

X. Olympic National Park Report (Martha Hutchinson)

Last month, two ONP instructors attended an AHA Update course at Harborview. There will be approximately 90 new summer employees coming in soon; they will have training on May 15 and 16.

XI. Correspondence

A. DOH—Appointment Letter for Tomi Gingell

A letter from the DOH appointing Tomi Gingell to the Regional Council was included in the meeting packet.

B. DOH—Updated Council Structure

A copy of the Northwest Region Updated Council Structure provided by the Department of Health was included in the meeting packet.

C. April 'What's Happening' Newsletter

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

D. May 'What's Happening' Newsletter

A copy of the May 'What's Happening' newsletter was included in the meeting packet. All attendees were encouraged to submit information and articles to April for inclusion in the newsletter.

XII. Unfinished Business

A. FY'06 AED Grant

The list for the FY'06 AED Grant has been put together; there were two requests for AEDs from Mason County, three to four requests from Clallam County and the rest were from Jefferson County. There are 14 AEDs available. The software to update the AEDs with the new AHA guidelines will be available in September. Anice can still get AEDs for the price of \$856.40 through the end of December.

B. DOT Hood Canal Bridge Update

The Hood Canal Bridge Closure meeting which was scheduled for May 22nd has been cancelled.

Tomorrow is the deadline for Dave's survey. A summary of the information collected in the survey will be sent to all agencies when it is completed.

XIII. New Business

A. Funding Executive Committee FY'07 Budget Recommendation

The minutes from the April 14th Executive/Funding meeting were included in the meeting packet. Also included in the packet was the recommended operational and training budgets which were approved at the April 14th Executive/Funding meeting.

Dr Smith-Poling made a motion to accept the FY'07 operational and training budgets as approved by the Executive/Funding Committee. Dr Hunt seconded the motion. The motion was unanimously approved.

B. Meeting Location

There was discussion about where the Region meetings should be held. The group was impressed with the facilities at The Lodge.

Judy Van Hook made a motion to hold the Regional meetings at The Lodge. Dr Eisenberg seconded the motion. The motion was unanimously approved.

XIV. Prevention Report (April Borbon)

The March and April Prevention Reports were included in the meeting packet.

Barbara Smithson from the Kitsap Health District has approached the Region about partnering with their organization on a child seat project. They would match any funding we provide to buy infant and child car safety seats for distribution to needy families through the health district. There was much

discussion on this topic, as well as the overall goal of the prevention program, by the group.

Jonni Trettavick made a motion to approve a minimum of \$500 and no more than \$1,000 for this project. Kim Doyle seconded the motion. The motion was unanimously approved.

XV. Training Report (Anice Grant)

A. Protocol Committee Update

A final draft of the Protocols should be given to the MPDs within two weeks. After the MPD review is completed, any suggested changes will be made then the Protocols will go the DOH for review and approval. Once approved by the DOH, the Protocols will be printed and distributed.

B. Training Report

Please remind all of your agencies to send *all* of their training rosters to Dave.

XVI. Committee Reports

A. Executive/Funding Committee

The minutes from the April 14, 2006 Executive/Funding Committee meeting were included in the meeting packet.

B. TED Committee

This committee will meet in August. Their next project will be the OTEP Program review.

C. QI Committee (Karen Blore)

This committee met today. At today's meeting they discussed case reviews, drills and the recent FEMA exercise. The QI Conference has been changed to June 16th at Mary Macs in Port Orchard.

XVII. Local Council Reports

A. Clallam—Their EMT course is ongoing.

B. Jefferson—Their EMT course is ongoing.

C. Kitsap—They are considering moving their office to the Readiness Center. The ACLS class went very well. A SEI course is coming up. A two-day PHTLS course is coming up.

Approved 9/14/06

D. Mason—Their BLS Evaluator course has been completed; it was a very thorough course. The RTLS Course will be held on May 19 and 20. There will be an EMT course in the fall.

E. West Olympic Peninsula—Their EMT class is finishing. The IV class will start soon.

XVIII. Other—Good of the Order

The next NWR Council meeting will be held on September 14th.

XIX. Adjourn

The meeting was adjourned at 1:20pm.