

**Northwest Region EMS Council Minutes**  
**January 11, 2001**  
**Olympic Memorial Hospital**  
**Port Angeles, WA**

REPRESENTATIVES IN ATTENDANCE:

Clallam

Sharon Tate  
Dave Chastain  
Steve Vogel  
Karen Blore

Mason

Steve Anderson  
Mike Green (absent)  
Tim McKern (absent)  
Richard Knight (absent)  
Steve Grout (absent)

West Olympic Peninsula

Kim Gracey  
Thomas James (absent)  
Janet Hays (absent)  
Jonni Trettevick

Local Law Enforcement

Vacant

Local Elected Official

Leslie Scholfield

State EMS Administrator

Norm Fjosee

Northwest Region EMS Staff

Anice Grant, Director  
Steve Hastings, Training Coordinator  
Ruby DeSantis, Prevention Coordinator (absent)

Jefferson

Jim DeCianne (absent)  
Rolf Schumann (absent)  
Brian Soete (absent)  
Dick Rothrock (absent)  
Laurie Tillman (absent)  
Robert Moser

Kitsap

Susie Rankin (absent)  
Stan Plyler  
Cliff Wilson—Alt (absent)  
Sharon Tucker (absent)

Medical Program Director

Luke Magnotto, MD (absent)  
Joe Hoffman, MD  
Sandra Smith-Poling, MD  
Steve Churchley, MD (absent)

USDA Forest Service/Park Service

Vacant

Consumer Representative

Edward Bentley

Department of Health

Jack Cvitanovic (absent)

Visitors

Betsy Buckingham  
April Borbon  
Cathy Langley  
Kathryn Lindsey  
Sherrie Shafer  
Kim Doyle  
Mary Gregory

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- I. Meeting called to order by Vice-Chairperson, Sharon Tucker at 12:00.
- II. Approval of Minutes and Agenda

Ed Bentley made a motion to approve the minutes as written. Les Scholfield seconded. Motion was called with a unanimous vote to approve the minutes as written.
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- III. Treasurer Report (Anice Grant)

The attached treasurers report shows that money has been paid out for EMT and ILS classes. A memo will be sent out next week about the funding committee meeting which will be held in February. At that time funding reallocation will be discussed; any changes will be brought to the general council meeting in March for a final decision.

- IV. Chairs Report (Tim McKern)

The Chair was absent; no report was given.

- V. DOH Report (Norm Fosjee)

The DOH is talking to the Education committee to determine if the state will continue to host a yearly EMS conference. It is possible that the state will not be hosting the conference anymore because all of the regions now host their own conferences.

The Governors budget has been presented which shows some cuts to the DOH; however this budget has not passed the legislature yet. At this time it looks like there will be reductions in the areas of trauma data collection, regional quality improvement, and the QI regional administration budget. EMS dispatch and EMS disaster preparedness may also be cut. These cuts will be passed from the state DOH to all of the regions. Cuts to acute care education/facilities may also be cut but these cuts will possibly be covered by the trauma fund. Overall, in a worst-case scenario, it looks like there could be up to \$3,000 in cuts per region; however, depending on the final budget, it's possible there may not be any cuts made at all.

- VI. Correspondence

- A. Lobbying Restrictions (Janet Griffith)

This letter clarifies the rules governing restrictions on lobbying—particularly regarding the upcoming Legislative Day—for all state-funded agencies.

B. North Central Region EMS Conference

The North Central Region EMS office will hold its first annual conference in Wenatchee on March 16-18, 2001.

C. West Region EMS Conference

The West Region EMS office will hold its annual conference on February 23-25, 2001 at Ocean Shores, WA.

D. Thanks (Rick Buell)

An e-mail from Rick Buell to Anice Grant thanking her for creating a positive partnership between the RAC and the DOH.

E. Kitsap County EMS Newsletter

The most recent newsletter from the Kitsap County EMS office is attached. Sherrie Shafer was noted for writing a very informative article on females with MI's.

VII. Unfinished Business

None to report.

VIII. New Business

A. 2001 Northwest Region EMS Council Meeting Schedule

Attached is a schedule for the 2001 NWR EMS Council meetings. All of the Executive Board and Audit Committee meetings will be held at the NWR EMS office this year.

B. Proposed Bylaw Revisions

In the bylaws, Article IV Section E was changed at the last meeting adding an additional at-large member to ensure that the executive committee would include a minimum of one representative from each local council.

Ed Bentley made a motion to accept these changes into the bylaws. Les Scholfield seconded the motion. The motion was passed by a unanimous vote of the council.

Ed Bentley made a motion to add to Article IV-D “The Secretary/Treasurer shall oversee all audit reviews.” and to amend Article V-A to read “Regular meetings of the council shall be scheduled bi-monthly *with the exception of July*, or more often if necessary with at least ten days notice.” Les Scholfield seconded the motion. The motion was unanimously approved.

The bylaws will be revised and read for approval at the March meeting.

Steve Vogel nominated Karen Blore to be the member-at-large for Clallam County. Robert Moser seconded the nomination. The nomination was unanimously approved.

C. FY’02 Training RFP’s & Timeline

Enclosed is a timeline and funding request application. Please have these back to the NWR EMS office by March 30 so that the Funding Committee can discuss them at their April 12 meeting. They will then be approved at the May general Council Meeting depending on what happens with the state budget.

D. Min/Max Pre-hospital Survey

Enclosed is a sample Min/Max Pre-hospital survey. This is an ongoing survey in response to the DOH’s request.

IX. Prevention Report (Ruby DeSantis)

The “Helmets For Youth” bicycle helmet campaign is underway. It will give 1,500-1,700 helmets to youths in Kitsap, Mason and Jefferson Counties.

The Sober Roadways Campaign is continuing.

Ruby also attended the Washington State Traffic Safety Commission conference in December.

X. Training Report (Steve Hastings)

Steve is currently working on a new format for OTEP which will be presented to the TED Committee. Currently the OTEP program is a 24 module per year program. He will propose that the program be broken down into eight modules per year for a period of three years in order to include the most current information as well as to make the program more effective/available for our EMT’s.

We will be updating our instructors with the latest AHA information, however, the materials will not be available for instructor training until May.

Sandra Smith-Poling gave Steve information on the Advanced Medical Life Support Class. It's possible that we may be able to use these instructors for training at the regional level.

The web page is being created now and should be up and running by the end of February.

Steve is continuing to update and coordinate all of the trauma data collection information.

Rosters received after the 10<sup>th</sup> were not included in the attached report; they will be listed in next months report.

The conference planning is coming together. The conference is scheduled for July 27-28 at the Kitsap Pavilion. The conference will include two day ACLS, PALS, TNCC classes and a PHTLS or BTLS class.

## XI. Committee Reports

### A. Executive/Funding Committee

The minutes from the Executive/Funding Committees' December 7<sup>th</sup> meeting are attached.

### B. TED Committee

This committee has not met.

### C. QI Committee

This committee has not met.

### D. Conference Committee

Steve Hastings included this information in his Training Report. Registration applications and brochures will be sent out next month. Due to the large scope of the conference, we will need to borrow as much training equipment as possible. See Steve if you have equipment that can be used for the conference.

## XII. Local Council Reports

- A. Clallam—The Council meetings have been changed permanently to the third Thursday of each month.
- B. Jefferson—The ILS and IV classes are done. The EMT class is now underway.
- C. Kitsap—The protocols are now in the process of being update. The planning committee presented and update at the last council meeting.
- D. Mason—CBD training is ongoing. An IV class is now underway. Changes in protocols are now being made.
- E. West Olympic Peninsula—Neah Bay now has 10 EMT's. The min/max form was recently completed.

XIII. Other

Sherrie Shafer has been attending the Cardiac TAC meetings. Discussion is to use the trauma model for cardiac care in the state which would mean sending the patient to the most appropriate facility and not necessarily to the closest facility. She noted that there were not any NWR hospital reps in attendance at these meetings.

XIV. Adjourn

The meeting was adjourned at 2:10 pm.