

Northwest Region EMS Council Minutes
November 10, 2001
Olympic Memorial Hospital
Port Angeles, WA

REPRESENTATIVES IN ATTENDANCE:

Clallam

Sharon Tate
Dave Chastain (absent)
Allen Knobbs
Karen Blore (absent)

Mason

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

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 (absent)

Northwest Region EMS Staff

Anice Grant, Director
Steve Hastings, Training Coordinator
Ruby DeSantis, Prevention Coordinator (absent)
April Borbon, Administrative Assistant

Jefferson

Jim DeCianne (absent)
Rolf Schumann (absent)
Brian Soete (absent)
Cathy Langley (absent)
Laurie Tillman (absent)
Robert Moser

Kitsap

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

Medical Program Director

Steve Hillman, 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
Tami Schweppe
Butch Lundin
Cora Fletcher
Kathryn Lindsey
Patti Graeber
Mary Gregory

Northwest Region EMS Council Minutes
November 1, 2001
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I. Meeting called to order by Chairperson Tim McKern at 12:00 and a short video presentation about the firefighters who have died this year in the line of duty was shown.

II. Approval of Minutes and Agenda

Ed Bentley made a motion to approve the minutes as written. Steve Grout seconded. Motion was called with a unanimous vote to approve the minutes as written.
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III. Treasurer Report

A. FY'02 Report (Attached)

A report detailing what funds have been spent so far this fiscal year is attached. Anice added that since there are many training classes going on now, the next report will show more funds spent in this area.

IV. Chairs Report (Tim McKern)

Please follow the time line for the Needs Grant Applications. These applications must be into the region by November 30th in order to be considered.

V. DOH Report

Norm Fjosee has been temporarily reassigned so Chris Williams from the DOH will be taking his place at these meetings while he is gone.

VI. Correspondence

A. Central Kitsap Fire and Rescue Thank You (attached)

A thank you letter to the Region for donating helmets for their education programs.

B. EMS Agency License Expiration Notice, Jack Cvitanovic (attached)

A memo detailing extensions and variances for various state EMS licenses.

C. A National Tragedy, Stan Thalberg (attached)

Email from Stan Thalberg recounting his experiences in Washington DC after the terrorist attack.

D. Anthrax Issues and Brochure, DEM—Kitsap County (attached)

An informational letter and brochure created by the Kitsap County Department of Emergency Management about the anthrax threat.

E. World Trade Center, Stan Thalberg (attached)

Email from Stan Thalberg recounting his experiences in New York after the World Trade Center terrorist attack.

VII. Unfinished Business

A. Working Documents Review

1. Regional Patient Care Procedures

The T.E.D. Committee is working on these now.

2. County Operating Procedures

The T.E.D. Committee and the local councils are working on these now.

3. Regional Protocol Update

Steve Hastings is almost finished updating the regional protocols and plan to have them ready for MPD approval by the end of November.

4. Min/Max Numbers Review

The T.E.D. Committee will review the pre-hospital min/max numbers with each local Council then these numbers will be brought to the NWR Council for approval before being sent to the Governors Steering Committee.

VIII. New Business

A. Regional Council Appointments—Dr. Steve Hillman, Keith Bogues and Stan Plyler (attached)

Letters from the D.O.H. welcoming/reinstating these members to the NWR Council are attached.

B. FY'02-03 Trauma Plan Review Update

The Northwest Region's Trauma Plan was reviewed by the D.O.H. and the Steering Committee last month. There are some minor formatting changes that need to be made before it will receive final approval. When the plan is approved, a copy will be sent to all Council members.

C. Bio-Terrorism Work Group Appointment

Ed Bentley has been chosen as the chairperson of the newly created Bio-Terrorism Work Group which will gather and disseminate pertinent information about bio-terrorism. If you are interested in joining this committee, please contact Ed Bentley.

D. 2002 Regional Council Meeting Schedule (Attached)

A schedule for the 2002 Regional Council meetings has been included in your packet.

E. March 2002 Retreat/Planning Day Discussion

The NWR EMS office will be putting together a Planning Day tentatively scheduled for March 2002 at the Island Lake Center. The format will follow that which was used recently by the Kitsap County EMS Council for their Planning Day as it gives everyone who attended the opportunity to participate in all of the discussion areas.

F. Mason County Fire District #4 Recommendation of Change From Aid to Transport Agency

A letter from Joel Mentor, chief of MCFD #4, was sent to the NWR EMS office regarding their intent to upgrade their DOH license from BLS non-transport to BLS transport.

There was a lengthy discussion about this issue.

<p>A motion was made by Dr. Hoffman and seconded by Kim Doyle to allow Mason County EMS to discuss this issue at their next Council meeting and then fax their recommendation to the T.E.D. committee after the meeting. The motion was passed with 13 yes votes, zero no votes and zero abstentions. The decision will also be brought to the January NWR EMS Council meeting.</p>

G. Hospital Min/Max Deliverable Due

Hospital min/max numbers were discussed.

A motion was made by Robert Moser and seconded by Ed Bentley to keep the hospital min/max numbers (Table C) the same. The motion was unanimously approved.

If your hospital is planning on changing its designation status, please let Anice know.

IX. Prevention Report (Ruby DeSantis)

Ruby was not in attendance today so no report was given.

A detailed report outlining the NWR EMS Prevention activities is included in your packet.

X. Training Report (Steve Hastings)

The new state paramedic test was sent back to the education and curriculum committees for improvement. Steve will have more information on this at the January meeting.

Paramedic OTEP has been tentatively approved. A trial version is available for agencies to try out. Contact Steve for more information on this.

Please be sure to get all of your training rosters in to Steve as soon as possible after the class. Some counties are showing fewer people on their Regional Training report than what they actually had because Steve isn't receiving the rosters.

A detailed report outlining the NWR EMS training activities is included in your packet.

XI. Committee Reports

A. Executive/Funding Committee—No October Meeting

The next Regional/Funding Committee meeting will be on December 6th which is a Thursday instead of the usual Friday.

B. TED Committee

1. Next meeting—November 16th, 1pm, at the Regional Office

C. QI Committee

1. Next meeting—need to schedule

A date has not yet been set for the next QI Committee meeting.

D. Conference Committee

This Committee will be included at the next T.E.D. Committee meeting.

XII. Local Council Reports

- A. Clallam—An EMT class is ongoing. Clallam EMS is putting together a landing zone handbook for airlift which will include maps and GPS coordinates.
- B. Jefferson—An ILS class is in progress. Steve is looking for an SEI to teach a first responder class.
- C. Kitsap—The recent Planning Day worked out very well. The revised bylaws were recently approved. The Council voted to add two new position to their Executive Board. Paramedic testing has been completed and a couple of candidates have already been hired. They are looking in to reviewing and updating the Inter-local Agreement.
- D. Mason—The First Responder class is almost completed. The combitube, and BLS evaluators class are in progress.
- E. West Olympic Peninsula—There have been some recent organizational changes on the council. Cora Fletcher is the new Chairperson, Betsy Buckingham is the new treasurer; these appointments will be confirmed at the December meeting. Tim McKern has been appointed to the At-Large position in order to keep continuity and for training purposes. An EMT class is ongoing. A request will be made for an ILS/IV Tech/Airway class to address current needs.

XIII. Other

The Nominating Committee made a recommendation to reelect the same slate of officers.

A motion was made by Les Scholfield and seconded by Steve Grout to reelect the same slate of NWR EMS Council officers. The motion was unanimously passed.

XIV. Adjourn

The meeting was adjourned at 1:22 pm.