

Washington State Department of Health/Office of EMS and Trauma Regional Advisory Committee Meeting Minutes

July 18, 2006
SeaTac Red Lion Hotel; SeaTac, WA

Attendees:	Zita Wiltgen	SW Region	Anice Grant	NW Region
	Barbara Clarke	SC Region	Pennie Klein	DOH
	April Borbon	NW Region	Anne Benoist	West Region
	Merrili Owens	Central Region	Kim Burke	East Region
	Darrel Kirking	NC Region	Mike Lopez	DOH
	Scott Hogan	DOH	Red Heinbigner	East Region
	Bonnie Robinson	North Region	Kathy Williams	DOH
	Mike Smith	DOH	Garth Eimers	North Region
	Linette Gahringer	NC Region		

1. Introductions

Chairman Garth Eimers called the meeting to order at 9:00am. Introductions were made by all in attendance.

2. Approval of Minutes

Darrel Kirking moved to approve the May 16, 2006 minutes with the following corrections: Section 8, remove the first two sentences; section 9, change the sixth sentence to read "On April 12th, Mike Smith and Mike Brown, WSAFC, sent a blast email to all fire/EMS agencies in order to update this point of contact list", after "Exhibit B" include "(SOW)", note that the Exercise Survey provided was a draft, change the sentence "This drill may be done in October" to "This survey may be conducted in October", and add that Brian Ipsen is from the DHS Region 10 and his phone number is 425-482-3723; in the South Central Region report change "28 SEIs" to "some SEIs"; in the second to the last sentence in the North Region report change "engaging" to "attempting to engage"; in the West Region report change "tabletop" to "functional". Bonnie Robinson seconded the motion. The motion was unanimously approved.

3. Injury Prevention Action Plan Template (Kathy Williams)

Kathy Williams provided the Injury Prevention Action Plan Template to all in attendance; this template was also provided to all Regions via email and to all IPPE Coordinators at the last IPPE TAC. The Action Plan is a deliverable which is due on August 15th. She noted that this template is a good tool to use to map out

strategies for the upcoming years' IPPE program as well as to easily outline work for each IPPE objective.

4. EMS Communications Drill (Mike Smith)

Mike Smith provided handouts of the PHEPR News Update from July 14, 2006 and an outline of the drill process which included information on the October Drill and the questions which will be asked. He reported that a copy of the questionnaire and information on the drill will be sent to all POC emails in late August or early September as a pre-run; the drill will be conducted via email in October. There was discussion about the questions that will be used in the drill; Mike asked that all comments regarding the drill questions be sent to him as soon as possible as he will be building the final survey during the first week in August. He added that there are six MPDs currently participating in the WMD/NIMS training.

5. AED Grant Update (Pennie Klein)

Each region discussed the items they would like Anice to purchase out of the remaining grant funds. Anice will make the purchase of the trainers and pads that were requested by the group. The contract to provide these funds to the Northwest Region for purchasing purposes has been signed. Pennie added that each region will need to provide her a list of all of the AED placements and training conducted over the last three years by the end of August. Southwest Region EMS has a sample of how this information should be organized on their website. Pennie provided a handout of the most current AED list which includes the totals spent by each region on AEDs and training; she added that all funds need to be spent by the end of August and that if money was not needed for training it could be spent on additional AEDs trainers or supplies. Anice reported that she still has six or seven AEDs left over; she will provide these to the Regions which asked for them. Anice added that she spoke with Mike Borkowski and he said that any agency that is qualified to purchase through the state contract can purchase the AEDs at the low price that we have been paying for them over the past few years; these are now available for purchase through the state contract. Pennie showed the group a map prepared by the DOH of GIS fire district response areas. The map is still under development but it is hoped that it will be available online soon so that regions can use these maps to attach to their Trauma Plans.

6. SWOT/GAP Analysis

The group reviewed the scoring summaries for the SWOT which was conducted two months ago. They also reviewed the individual SWOT results for each sub-category. After much discussion, the following goals were determined to be the most important for the RAC:

- #1. The state-wide emergency care system has a well developed public information and marketing plan.

- #2. A system evaluation program based on complete, accurate data guides emergency care system development and efficiencies.
- #3. Financial viability of the emergency care system is ensured through appropriate distribution and utilization of resources.
- #4. A functional, integrated emergency medical communications system exists.
- #5. Multi-disciplinary coalitions of private and public health care providers are fully engaged in regional and local systems.
- #6. State-wide system capacity and distribution meets patient care needs.
- #7. A well developed medical direction program enables the system to function collaboratively.
- #8. Patient care standards are current and evidence-based.
- #9. The emergency care system providers possess knowledge, skills and ability to provide optimal patient care.
- #10. The emergency care system is NIMS compliant.
- #11. Injury prevention programs state-wide use best practices.

Chairman Garth Eimers will present these goals to the Steering Committee tomorrow.

7. Regional Reports

None.

8. Good of the Order

None.

9. Adjourn

The meeting was adjourned at 3:50pm.