

# Northwest Region Ems Council Minutes

January 13, 2011

The Lodge at Sherwood Village

Sequim, WA

*approved 3/10/11*

## REPRESENTATIVES IN ATTENDANCE:

### Clallam

Karen Blore  
Keith Bogues  
Cliff Wilson  
John Wright (excused)  
Greg Waters (absent)  
Bryan Swanberg

### Mason

Terri Gushee (absent)  
Kym Yates (absent)  
Tim McKern  
Denise Mcdevitt (absent)  
Richard Knight (absent)  
Jess Fulkerson (absent)  
Jeromy Hicks

### West Olympic Peninsula

Patricia Hutson (absent)  
Louise Smith (absent)  
Rebecca Wilson

### Local Law Enforcement

Vacant

### Local Elected Official

Leslie Scholfield

### Naval Region NW Representative

Terry Anderson (excused)

### State EMS Administrator

Scott Hogan

### Northwest Region EMS Staff

René Williams

### Jefferson

Jim DeCianne (absent)  
Robert Moser  
Colleen Rodriques (absent)  
Tim Manly (absent)  
Gordon Pomeroy  
Bill Hunt

### Kitsap

Kim Doyle  
Stan Phyler (absent)  
Mary Flick (absent)  
Steve Engle  
Mike Wernet  
Joe Repar

### Medical Program Directors

Steve Churchley, MD (absent)  
Joe Hoffman, MD (absent)  
Sandra Smith-Poling, MD  
Martin Bennett, MD (absent)

### USDA Forest Service/Park Service

Tim Saskowsky

### Consumer Representative

Vacant

### Coast Guard Representative

Vacant

### Region 2 Public Health

Jessica Guidry

### Visitors

Barb Lavoto Chris Wayman  
Frances Greaves

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I Meeting called to order by Chairperson Steve Engle at 12:00 p.m.

II Approval of Minutes

A. November 11, 2010

Tim McKern moved to approve the November 11, 2010 minutes. Sandra Smith-Poling seconded the motion. Motion was called with a unanimous vote to approve the minutes. With the strike out made under "good of the order".

III Chair Report

Kim Doyle moved to go into Executive Session. 12:39 out of Executive Session.

No report from Executive Session.

Gordon Pomeroy moved to approve the necessary loans to proceed with business. Jeromy Hicks seconded the motion. The motion was approved with Kim Doyle abstaining from the vote.

IV Treasurer's Report

The current outstanding bills are approximately \$45,000 to \$50,000. The rent is \$5,000 and has been paid. The Paramedic Refresher class has been paid. All creditors have been paid something. The cushion is two payrolls until next payday (end of February).

The unknown (\$45,000 to \$60,000) owing in back payroll taxes and penalties.

A new procedure has been implemented as discussed in the last meeting. The 3-step process is in place and they will meet every two weeks. The big concern is payroll tax.

Karen Blore asked if a notification from the IRS regarding late payroll tax. No one seemed to know if a notice was received.

V MPD Report

Dr Smith-Poling reported the state MPD meeting is scheduled for January 24.

The Pediatric Guidelines are finished after 2½ years of work. Steve Engle asked for an update on the protocols. Dr Smith-Poling reported there were minor changes at the last meeting. All the MPDs are working together to approve the Guidelines.

Dr Smith-Poling is working on getting someone here to test and certify for national registry students. There seems to be a problem getting that person here to certify our students. She will address this at the MPD meeting.

## VI DOH Report

Scott reported that the budget is stable through June. There are no reductions in EMS and Trauma services. There are no proposals by the Department of Health that affects EMS and Trauma. The Legislation is in session and we have to wait to find out if they make any changes in participation grants.

July 1 – PCP needs to be developed and approved and hospitals need to be identified. Need County Operating procedures (COP's) and PCP by March. If there are any questions, contact René.

Harrison has been developing EMS and links with our Cardiac and Stroke care in the field. They hope to have a seamless operation. A suggestion was made to invite Harrison Hospital to the next protocol meeting.

## VII Airlift Northwest Report

No report.

## VIII Region 2 PHEPR (Public Health Emergency Preparedness & Response) Update

Jessica Guidry gave \$22,500 to hospitals to purchase equipment. \$4,500 earmarked for Council training went away. There will be a region-wide exercise from Kitsap County to Neah Bay. This will be a bioterrorist exercise.

## IX Naval Region Northwest Report

No Report

## X Coast Guard Report

No Report

## XI Olympic National Park

No report

## XII Correspondence

Rene passed around the stroke email information.

Rene has applications to enlarge membership for the NWREMS Council. It was suggested that we need a representative from a law group.

A copy of the newsletter was passed around. This is the last copy that will be published with the absence of Aprils employment. The calendar and meeting notices will be updated on the website.

XIII Unfinished Business

None

XIV New Business

Offer Rene Williams a two-year contract.

Keith Bagues reported that there is a two-year transition period for Rene to find stability, no commitment to a long term contract, reformatting issues will become clear in the next year.

Cliff Wilson made a motion to accept the Board's recommendation to contract Rene Williams as the Executive Director for two years.
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Kim Doyle thanks Rene for stepping up and taking over during this critical time.

XV. Staff Reports

A. Operations

Relocate to more affordable office space. The offices will stay in the same building, only in a different office upstairs.

Rene needs help moving the office upstairs, purging and cleaning, relocating and moving furniture. Rene will send out an e-mail to everyone with dates of the move.

B. Prevention Report

There will be one speaker at the DUI victims' panel who is the district coordinator who will come to IPP meetings twice a year. (Ron Torrez)

The DUI panel (injury prevention facility in Kitsap County). DUIs ordered to attend Kitsap County DUI panel. This group consists of county offenders, Spanish speaking offenders and youth. There is no fee for youth but the adult pay \$40. There are approximately 60 – 100 paying adults a month. This is the only approved agency in Kitsap County. There are four speakers at a time. They speak to groups that have

been affected by a DUI. There are two meetings a month at the Hillcrest Assembly of God. Hillcrest charges \$100 a month.

The Executive Committee went through April's duties and decided which ones will stay and which duties will go away.

C. Training Report

The MCI Conference for 2011 has been canceled.

XVI Committee Reports

A. Executive/Funding

Executive Committee minutes are available through e-mail.

B. TED Committee

The TED Committee did not meet however the Regional council discussed the county operating procedures to include stroke and patient care procedures (PCP). The Committee copies of each county's COP and PCP are due by February 15, 2011.

C. QI / IPPE Committee

The QI committee did not meet, however the Regional council discussed the QI conference and made suggestions to a different format than the years past. The QI Committee asked the MPD's and hospitals to pick a case from that county to do a case review. Harrison Hospital will look into potential meeting sights and communicate with René as to the possibility of holding the conference at the Hospital.

It was discussed and decided that the IPPE Committee will meet three times a year instead of six times a year.

D. Local County Reports/System Planning and Development Issues

1. Planning Committee

Jeromy Hicks gave a report on the first Planning meeting. He reported that the Planning Committee needs to set values as a region by being accountable, having integrity, being trustworthy, respectful, and have high quality patient care. Their mission is to promote and coordinate EMS care.

The goals for the next 18 months is to communicate to fire chiefs and responders the importance of EMS care, equipment inventory, regional training, and attending the NW Region EMS Council meetings.

2. Clallam

Finished EMT class with a 78.5% pass rate. Clallam has had three ACLS classes for recertification.

3. Jefferson

Finished ILS class and starting a new EMT class. Looking for ideas to make it worthwhile for people to attend the EMS Council meetings.

4. Kitsap

Make a final review of their QI plan. Finished an EMT class with an 87% pass rate. Planning on providing a 40-hour DOT class this year.

5. Mason

Will be conducting an EMT class in March or April in West Olympia and a class in Forks.

XVII Good of the Order

Kim Doyle asked to strike out a section of the minutes for November 11, 2010. "The WAA meeting which was scheduled for June 11<sup>th</sup> with Dolly Fernandez has been pushed back to September" has been struck out of the 11/11/10 minutes.

XVII Other

The next meeting will be held March 10, 2011 at noon at The Lodge in Sequim.

XIX. Adjourn

Dr. Smith-Poling moved to adjourn the meeting at 2:21 p.m. Cliff Wilson second the motion. The motion was unanimously approved.