

Northwest Region EMS Council Retreat Minutes

April 9, 2009

The Lodge at Sherwood Village

Sequim, WA

REPRESENTATIVES IN ATTENDANCE:

Clallam

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

Jefferson

Jim DeCianne
Robert Moser (absent)
Colleen Rodrigues (absent)

Mason

Terri Gushee (absent)
Kym Yates (absent)
Tim McKern
Terry Anderson (absent)
Richard Knight (absent)
Jeremy Hicks

Kitsap

Kim Doyle
Stan Plyler (absent)
Mary Flick (absent)
Steve Engle
Joe Repar (absent)

West Olympic Peninsula

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

Medical Program Directors

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

Local Law Enforcement

Vacant

USDA Forest Service/Park Service

Vacant

Local Elected Official

Leslie Scholfield

Consumer Representative

Vacant

Naval Hospital Representative

Vacant

Coast Guard Representative

Vacant

State EMS Administrator

Scott Hogan

Region 2 Public Health

Jessica Guidry (absent)

Northwest Region EMS Staff

Anice Grant
April Borbon
René Williams

Visitors

Cliff Wilson
Barbara Lovato

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- I. Meeting called to order by Chairperson Tim McKern at 12:10pm.
- II. Approval of February 12, 2009 Minutes

Les Scholfield moved to approve the February 12, 2009 minutes as presented. Steve Engle seconded the motion. Motion was called with a unanimous vote to approve the minutes as presented.

- III. Treasurers Report
 - A. FY 2009 YTD

The FY 2009 year-to-date financial report was included in the meeting packet. Anice reported that all expenses are on track. Training is ongoing. All invoices for this year's training need to be in to the office by June 30th for reimbursement from this year's budget. Anice will reformat the budget as requested by the next meeting.

- IV. Chair Report

Tim McKern thanked the staff for their work on the Hood Canal Bridge Closure project. He also thanked Cliff Wilson for helping with the Bridge Closure project. John will talk to the Victoria Clipper captain and ensure that there are AEDs on both of the foot ferries that will be used during the closure.

- V. MPD Report

No report.

- VI. DOH Report

Scott reported that the contracts for the regions for the next biennium have now been sent from their office and will go through the exemption process. Because these funds are necessary to fulfill WAC mandates, there should not be any problem getting them exempted from the spending freeze. The contracts are for two years of funding at the current level. The Regional Trauma Plan has been reviewed by the Steering Committee members and will be approved by the full Steering Committee at their next meeting in May. The group is developing a process for how to make changes to the Trauma Plans; the process will be in place for the 2009-2012 plans. The hospital designation WACs are being reviewed and revised. The pre-hospital WACs are also being reviewed and revised.

VII. Airlift Northwest Report

Anice spoke with Jeff who stated that due to their policies, there will be no priority dispatch to the peninsula during the bridge closure however they can adjust staffing levels if needed.

VIII. Region 2 PHEPR Update

There will be a hospital/public health exercise and an EMS drill on April 29th.

IX. Naval Hospital Report

No report.

X. Coast Guard Report

No report.

XI. Olympic National Park Report

No report.

XII. Correspondence

A. DOH—Letters for Reappointment to NWREMS Council

Copies of DOH appointment/reappointment letters to the regional Council were included in the meeting packet for Gordon Pomeroy and Louise Smith.

B. March and April 'What's Happening' Newsletters

Copies of the March and April 'What's Happening' newsletters were included in the meeting packet as an FYI.

C. Region 2 Healthcare Coalition News and Events

A copy of the most recent Region 2 Healthcare Coalition Bulletin was included in the meeting packet as an FYI.

XIII. Unfinished Business

A. NREMT-B Update (Testing Process Changes)

The NREMT-B testing project update was included in the meeting packet as an FYI. Each region will be asked to hold a training day for the evaluators and instructors; Anice stated that the Northwest Region's training day will be included with the Geriatrics Conference. The group

that is working on this process will ask the state to delay the start of this program until March 1st in order to allow time for training. Steve Engle added that the group needs to address ALS OTEP and how the few EMTs who do not have an OTEP program available will be tested for recertification. Also, more testing sites need to be developed in order to provide reasonable access for rural providers. Currently many of the group's meetings are held via conference calls, Anice would like to see more in-person meetings to discuss this process.

B. Hood Canal Bridge Closure

A copy of the response times variance from the DOH was included in the meeting packet. Anice stated that the planning group has done a great job with the preparation for the closure for both patients and the EMS crews that will be working during the closure. Cliff reported that they have worked with the ferries to get an oxygen bottle placed on each foot ferry; they also have got a power strip placed in the patient area, and a privacy curtain as requested. On April 27th there will be an all-agency meeting with the DOT from 8am to noon at Pt Ludlow Station #31; this meeting will include a briefing by the DOT about the closure and a tabletop drill. On April 29th, there will be an EMS ferry drill which will begin at 8am at the Southpoint dock. Site plans and procedures will be emailed to all agencies prior to the closure.

C. 2009-2012 Trauma Plan Update

This information was provided in the DOH report above.

XIV. New Business

A. FY 2010 Budget Recommendation Approval

Copies of the FY 2010 Training and Operations budgets which were approved by the Executive/Funding Committee were included in the meeting packet. Also included were the minutes from the March 13th Executive/Funding meeting which were corrected by the group today and a Budget Recommendation Process explanation sheet.

The group unanimously voted to approve the recommended FY 2010 Training and Operations budgets as presented.
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XV. Staff Reports

A. Operations

The monthly Operations Report which outlines the work that each staff member has completed over the course of the previous month was included in the meeting packet as an FYI.

B. Prevention

The Prevention Report was included in the Operations Report. The staff is now looking for a new location in which to hold their monthly DUI Panels since the church will no longer allow them to use the church facilities for the Panels.

C. Training Report

The Geriatrics Conference is scheduled for January 23 and 24, 2010. An ACLS for EMT-Bs course will be held in September in North Kitsap. The payments for the Online OTEP set up fees will be sent to each fire district soon; payment will be made based on how many EMTs were signed up on the date of the original contract, not how many EMTs the departments currently have.

XVI. Committee Reports

A. Executive/Funding Committee

The minutes from the March 13th meeting were corrected at today's meeting.

B. TED Committee

This group did not meet today.

C. QI Committee

This group did not meet today. Their annual QI Conference will be held next Wednesday.

XVII. Local Council Reports

A. Clallam County

The EMT class recently began.

B. Jefferson County

Mo has been ill so was not at today's meeting.

C. Kitsap County

They are interviewing for the QI position. They will have an ACLS class at the end of April. One EMT class has finished and another recently started.

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D. Mason County

The IV Tech class will be held in May. One BLS evaluator class has been held and another will be scheduled for later in the year which will be held in Shelton.

E. West Olympic Peninsula

Becki is now the new director at the ambulance.

XVIII. Other

The next meeting will be held on September 10, 2009.

XIX. Adjourn

Steve Engle moved to adjourn the meeting at 1:15pm. Cliff Wilson seconded the motion. The motion was unanimously approved.
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