

Northwest Region EMS Council Minutes
May 13, 2010
The Lodge at Sherwood Village
Sequim, WA

REPRESENTATIVES IN ATTENDANCE:

Clallam

Karen Blore
Keith Bogues
Cliff Wilson
John Wright (LOA)

Mason

Terri Gushee (excused)
Kym Yates (absent)
Tim McKern
Denise McDevitt (absent)
Richard Knight (absent)
Jess Fulkerson (absent)

West Olympic Peninsula

Patricia Hutson (absent)
Louise Smith
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

Anice Grant
April Borbon
René Williams

Jefferson

Jim DeCianne (absent)
Robert Moser
Colleen Rodrigues (absent)
Tim Manly (absent)
Gordon Pomeroy

Kitsap

Kim Doyle (excused)
Stan Plyler (absent)
Mary Flick
Steve Engle
Mike Wernet (excused)
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 (excused)

Consumer Representative

Vacant

Coast Guard Representative

Vacant

Region 2 Public Health

Jessica Guidry (absent)

Visitors

Barb Lovato

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- I. Meeting called to order by Chairperson Steve Engle at 12:00pm.
- II. Approval of March 11, 2010 Minutes

Mary Flick moved to approve the March 11, 2009 minutes with a correction that Gordon Pomeroy was in attendance. Tim McKern seconded the motion. Motion was called with a unanimous vote to approve the minutes as amended.
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- III. Treasurer's Report
 - A. FY 2010 YTD

The FY10 YTD budget report was included in the meeting packet. Robert Moser reported that he conducts the audit review with Anice and various Board members each month. It was noted that there was an error on the Training Coordinator line item; Anice will fix this. The training budget shows strike-thrus and red print where funds were reallocated. Anice added that all training vouchers need to be in by June.

- B. Operations Review (Keith Bagues)

Keith Bagues gave a presentation on the Operations Review. Keith explained that the Region is a 501(c)3 non profit. The office receives \$192,197 from the state which is disbursed in six equal bi-monthly payments. The DUI Panel brings in approximately \$1200 per month for a total income of \$17,216 per month. Monthly expenses total \$17,000 which does not leave much room for unexpected expenses. The Executive Board determined that the region should have emergency reserves of \$13,000 to \$26,000; this will be one of the goals for the region. He added that due to the efforts to build up this training fund and because there can be a number of payment vouchers being submitted at the same time, it may take longer for the counties to receive training reimbursements. Training reimbursements should be submitted within 30 days of the completion of the course and these vouchers will be paid as funds are available. The Executive Board will determine which order the training vouchers will be paid. René will provide the Executive Board a chart of training classes happening in the region so they will be able to anticipate when vouchers will be submitted.

Karen Blore made a motion to go forward with the new budget process. Cliff Wilson seconded the motion. The motion was unanimously approved.

IV. Chair Report

Steve Engle presented a letter of appreciation to Dr Smith-Poling for her work on the epi pen program. He also provided a handout on the CARES cardiac data program. The group discussed the program and concurred that the region should be providing data into this program.

Dr Smith-Poling made a motion to pursue data collection in the region for the CARES program. Mary Flick seconded the motion. The motion was unanimously approved.

V. MPD Report

Dr Smith-Poling reported that there was very good information shared at the recent QI Conference. Falls now cause more injuries than motor vehicle accidents. Dr Jurkovich reviewed the new CDC Trauma Triage Tool at the QI Conference; Dr Smith-Poling will share this information at the state MPD meeting. Anice will ask Dr Jurkovich and Zeyno for their presentations which were given at the conference and email this information to the group.

VI. DOH Report

Scott reported that Washington is one of three states that is participating in a framing initiative program from the CDC; the program provides information on how to present injury prevention information to the public. There will be a two-day training session for the program in June. A distracted driver media outreach campaign is being developed because a new law will go into effect on June 10th which makes using a handset device while driving a primary offense. The Steering Committee will meet next Wednesday. The Licensing and Certification Committee was eliminated; this work will now go to the Steering Committee. The cardiac and stroke bills passed and have been adopted by the Steering Committee. The cardiac and stroke program is under QA review. The Pediatric TAC is working on EMS guidelines; they will be sent to the MPDs for review in the fall. Scott will be working on a hospital survey for EMSC; this will provide information on transfers and EMS agencies. He provided a handout for the state Stroke Symposium which will take place June 15th. The Pre-hospital TAC discussed min/max numbers and needs and distribution. The state is identifying more test sites for NREMT testing. The pass rate for this test in Washington state is 76%; the national pass rate is 67%. The state is fixing the issues with WEMSIS and ERS. The state has agreed to extend the regions' current trauma plans for one year while the Steering Committee works on the Strategic Plan.

VII. Airlift Northwest Report

Anice reported that AirLift is working with Neah Bay and Olympic Medical Center to place a helicopter at OMC during the week of July 19-26 for the Tribal Journey. Dr Smith-Poling asked if Anice could ask Jeff if the helicopter could be placed at OMC sooner since the journey will actually begin from Pt Townsend almost a week earlier.

VIII. Region 2 PHEPR Update

No report.

IX. Naval Region Northwest Report

No report.

X. Coast Guard Report

No report.

XI. Olympic National Park Report

No report.

XII. Correspondence

A. DOH—Appointment to Council for Jess Fulkerson

A letter from the DOH appointing Jess Fulkerson to the Regional Council was included in the meeting packet.

B. Makah Tribe Request for Tribal Journey 2010 EMS Assistance

A copy of the letter and application form requesting volunteer medical assistance for the upcoming Tribal Journey was included in the meeting packet.

C. DOH—Reappointment Notifications for: Keith Bagues, Gordon Pomeroy, Denise McDevitt, Stan Plyler, Tim McKern, and Richard Knight.

Letters from the DOH reappointing Keith Bagues, Gordon Pomeroy, Denise McDevitt, Stan Plyler, Tim McKern, and Richard Knight to the Council were included in the meeting packet.

D. April and May What's Happening Newsletters

Copies of the April and May 'What's Happening' newsletters were included in the meeting packet.

XIII. Unfinished Business

None.

XIV. New Business

A. Bylaws Review and Approval

The revised bylaws were included in the meeting packet. The group reviewed the draft and suggested that Olympic National Park be included in Article 1, and that in the election Process section, it is changed to state that elections for all positions will be held every two years.

Cliff Wilson moved to approve the bylaws as modified. Tim McKern seconded the motion. The motion was unanimously approved.

Tim McKern moved to keep all current officers in their positions even though it is in conflict with the newly approved bylaws until the next election of **September 2011**. Les Scholfield seconded the motion. The motion was unanimously approved.

B. Fiscal Year 2011 Budget Recommendation Approval

The Fiscal Year 2011 Budget Recommendation for the Training and Operational budgets which was approved by the Executive/Funding Committee at their April 23rd meeting was included in the meeting packet.

Robert Moser made a motion to approve the FY 2011 budget as recommended. The motion was unanimously approved.

XV. Staff Reports

A. Operations

1. Exhibit B

The April 15th Exhibit B is now posted on the region's website.

B. Prevention Report

April provided a handout of the injury prevention activities that have taken place in the region over the past two months.

C. Training Report

Included in TED report below.

XVI. Committee Reports

A. Executive/Funding Committee

Minutes from the April 23rd Executive/Funding meeting were included in the meeting packet.

B. TED Committee

René reported that the TED committee met today and discussed the conference which will be held in January. PCP changes are due today and she is waiting for copies of each county's COPs. The Save the Date for the 48 hour Paramedic Refresher course will be out soon; this course will have a minimum enrollment number in order to meet the budget needed for the course. There have been two protocol meetings so far which have been very productive; the group has discussed the timeline and formatting of the protocols. The protocols should be out in January and all four counties are on board with the protocols. The protocols will also include pediatric guidelines.

C. QI Committee

This group met today. Mary reported that the QI Conference went great. The group determined that there would be no changes to the hospital min/max numbers. The committee discussed the CDC's new field triage system; copies of the program are on order and will be provided to the group at the next meeting. The group determined that the CARES program data will be used for the QI deliverable.

XVII. Local Council Reports/System Planning and Development Issues

A. Clallam County

Their EMT class will finish on June 12th and they will test in July.

B. Jefferson County

Their ALS levy passed and they are waiting for the fire levy from the city. They are hiring new volunteers and residents so will do an EMT class soon.

C. Kitsap County

Their first EMT class which took the NREMT test had a 94% pass rate. The QI pilot program is going well. The protocol committee is working on the protocol update. On May 17th they will have an Assessment and Treatment of Trauma class and on June 11th they will have an EPC hybrid course.

D. Mason County

Their EMT course is finished; 16 people graduated from the course. Mike Hellbach recently gave a great course which was similar to his presentation at the last regional conference. They are reviewing their MCI plan.

E. West Olympic Peninsula

The EMT class in Forks is ongoing. They are updating their MOUs in preparation for the Tribal Journey.

XVIII. Good of the Order

Cliff asked that the region provide direction and assistance with critical care transports. He added that training and CE is needed for this, as well as protocols. Cliff and Barb will work on this.

XIX. Other

The next meeting will be held on September 9, 2010.

XX. Adjourn

Robert Moser moved to adjourn the meeting at 1:58pm. Mary Flick seconded the motion. The motion was unanimously approved.
