

Northwest Region EMS Council Minutes  
March 9, 2017  
The Lodge at Sherwood Village  
Sequim, WA  
**Approved**

REPRESENTATIVES IN ATTENDANCE:

**Clallam**

Sam Phillips **At Large**  
Derrell Sharp (absent)  
Keith Bogues (absent)  
Branton Byers  
Karen Blore (absent)

**Mason**

Tim McKern, **Vice Chair**  
Kym Yates  
Sabrina Nelson (absent)  
Phil Berg (absent)  
Clint Volk (absent)  
Todd Ward (absent)  
Brandon Searles  
Elizabeth Hamel

**West Olympic Peninsula**

Louise Smith  
Patricia Hutson (absent)

**Local Law Enforcement**

Brian Smith (absent)

**Olympic National Park**

Jay Shields

**Consumer Representative**

Terry Anderson, **Chair**

**State EMS Administrator**

Kathy Williams

**Northwest Region EMS Staff**

Rene Perret

**Jefferson**

Brad Martin, **Sec/Tres**  
Gordon Pomeroy  
Tim Manly (absent)  
Karl Hatton  
Mary Feeney (absent)  
Trisha Duerr

**Kitsap**

Steve Engle, **Past Chair**  
Kim Droppert  
Kim Petersen (excused)  
Josh Snavely (excused)  
Mary Flick

**Medical Program Directors**

Joe Hoffman, MD  
Sandra Smith-Poling, MD  
Jeffrey Roger, MD (absent)  
Steve Churchly, MD (absent)

**Local Elected Official**

**Naval Region NW Representative**

**Coast Guard Representative**

**Region 2 Public Health**

Elya Baltazar

**Visitors**

Lori Coleman (Minute Taker)  
Dawn Felt, DOH  
Joel McCulloch, Airlift NW  
Tim Wade

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**Sequim WA**  
**(APPROVED)**

The meeting was called to order by Chair Terry Anderson at 12:04 p.m.

Dawn Felt from DOH did a power point presentation on ESE & SEI Instructor Course guidance.

- I. Approval of Minutes (November 10, 2016)  

A motion was made by Tim McKern to approve the November 10, 2016 minutes, seconded by Steve Engle. The motion was unanimously carried.
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- II. Chair Report- Reported that he is appointing Louise Smith to be the Executive Board representative for the West Olympic Peninsula Council filling the vacant "At-Large" position.
- III. Treasurer's Report- René reported on November of 2016 to February of 2017 Profit and Loss, see attached documentation. René reported that the bank balance as of 3/7/2017 is \$88,254.43.  

A motion was made by Sam Phillips to approve the Profit and Loss Statement, seconded by Gordon Pomeroy. The motion was unanimously carried.
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- IV. MPD Report- Sandra Poling-Smith advised that the Rural Health Conference was a success and that Chief Pomeroy was the recipient of an award for his work with the STEMI Program. Rene' passed around copies of the article.  
June 6 is the next MPD meeting held by DOH. Dr. Hoffman will be reaching out to the other MPD's to discuss activating the Protocol Committee.
- V. DOH- Steve Boman has started in his new position. RAC and steering committee meetings are next week. Paperwork has been submitted for trauma designations. Licensing and verification group is meeting next week too to work on improvements for licensing. Chief Pomeroy advises everyone to attend the Rural Healthcare Conferences; he really enjoyed the most recent one. He advises about the 855b form he learned about and that a new one needs to be submitted to CMS with each administration or vehicle change within your respective departments.
- VI. Airlift Northwest Report- Advised that they are starting to take riders again. He encourages MSO's to sign up and ride. Advised that they are hiring a data analysis person. Also advised that all of the bases should be carrying blood product by summertime.
- VII. Region 2 PHERP- Northwest healthcare response network is the coalition and they supports Kitsap public health. Briefly explains about how the coalitions work and how they are working to collaborate their efforts. Main goal for the Kitsap coalition is to create or maintain plans and focus on training. ESF training coming up. In April they will work with the Coast Guard for coordination. They are working on a DVD for mental health information for survivors and responders. Rene will send out links for courses online.

**VIII.** Naval Region Northwest Report- Chief Pomeroy advised that the navy has sent out their air ambulances when he has needed them and he had been very appreciative of that.

**IX.** Olympic National Park- No Report

**X.** Law Enforcement- No Report

**XI.** Correspondence- Noted that a current council list is attached to the agenda.

**XII.** Unfinished Business

- a. Strategic Plan Changes- Rene' briefly went over revision to the document after the last revisions. Rene' will clean up dates on the objectives. Our plan was due on the first with an approved extension until today.

A motion was made by Sam Phillips to approve the Strategic Plan with the revisions mentioned above, seconded by Mary Flick. The motion was unanimously carried.

**XIII.** New Business-

- a. ESE and SEI Instructor Course presentation given by Dawn Felt at the beginning of the meeting. Audience question: who should they send recertification information to? Dawn advises to keep track of where information is sent and your welcome to send it directly to her or call her for help to track down information if it gets lost after submitting it. She advises that they are offering webinars, look for those on their website. She also advises to make sure to use the current EMS applications, old one will not be allowed. She advises that course approvals are only sent back to the department's training program directors as of March 1st 2017, the department training directors need to share it with instructions and Rene' asks that they share them with her too. It is asked if the power point she showed can be shared? She is unaware of she can do that, but she will check and let Rene know if she can.
- b. Board Development Workshop – Rene' shared information about a Board Development workshop and asked for permission to attend.

A motion was made by Gordon Pomeroy to allow Rene' to attend the Conference and allow her hotel, mileage and per diem, seconded by Joe Hoffman. The motion was unanimously carried.

**XIV.** Strategic Plan – Addressed above under old business

**XV.** Committee Reports

- a. Executive/Funding Committee- contract expected July 1st 2017, will go to RACTAC next week and they hope to approve their budget even though the timing doesn't always work well with the two groups. November is an election month for the Council. We will need to be looking for a new chair as Terry's term limits expire.
- b. QI Committee- advised that there will not be a conference this year as they could not find anyone to chair it.

- c. IPPE- Dr Hoffman reported that they met this morning. Talk about fall prevention program. Tremendous improvement on the programs.
- d. Protocol Committee- Did not meet.
- e. TED Committee- Did not meet.
- f. State TAC/Steering Committee- asked if we have a rep? Per chair, no we do not. Rene' reports that their meetings are open public meetings so anyone can attend.
- g. Local Council Reports
  - 1. Clallam-Clallam has adopted a standardized triage tag county wide. The hospital has moved into their new medical building and continue work on their expansion.
  - 2. Jefferson-Chief Pomeroy reports they are just finishing up an EMT class. New Otho doctors are being brought on at the hospital and this helps with not having to transport out so many patients. He advises that they are working on adding on an urgent care, although it is not approved yet. Chief Martin advises that they are working on a 48 hour PM refresher on the peninsula and that it would be a free class.
  - 3. Kitsap- Steve Engle reports that the office has moved to the central Kitsap admin building. They are also halfway through an EMT class at this time. He also advises that multiple agencies have gone to ESO so they can share data.
  - 4. Mason-Tim McKern reported that Clint Volk is the new chair. He advises that they have an IV tech class coming up in April and an EMS evaluator in April as well. He advises that they have a new training coordinator. He advises that they will be holding Narcan class for LE. They are working on a new EMS program that will be tailored to the northwest region protocols. They are using a new CAD system called proPhoenix, it is a mid-west program funded by the Mascon board, since it takes about a year to set up they anticipate a 2018 start date is likely.
  - 5. W. Olympic-No report
  - 6. PenCom- Karl Hatton reports that there may be a dispatch course being held in May. He's waiting for suggestions from Clallam and Jefferson county fire districts on protocols.
- h. Good of the Order-
  - 1. Rene advises that the NWREMS website was hacked. The IT recommendation was to switch website hosts, which has been done and she advises that she is working through the bugs that this brings and that if she is not responding to anyone's e-mails to let her know.
  - 2. She advises that she handed out a clean copy of the budget which is attached to the agenda today. She reminds everyone that they have until June to use their respective budget funds or those funds can be reallocated or rolled over.
  - 3. Sam Phillips handed out an extrication class information
- i. Other- Next Meeting is May 11<sup>th</sup>, 2017
- j. Motion to adjourn meeting @ 2:10pm