



NORTHWEST REGIONAL EMS COUNCIL - REGULAR MEETING MINUTES

March 8, 2018 approved 5/10/18

REPRESENTATIVES IN ATTENDANCE:

CLALLAM

Keith Bogues, *Secretary/Treasurer* excused
Sam Phillips excused
Derrell Sharp absent
Branton Byers
Joseph Rodrigues
Trisha Duerr

MASON

Tim McKern, *Vice Chair*
Kym Yates
Clink Volk
Carly Bean absent
Brandon Searles
Sabrina Nelson
Greg Yates absent
Carissa Habber absent
Kristyn Criss absent

WEST OLYMPIC PENINSULA

Louise Smith, *At Large*
Patricia Hutson absent
Timothy Wade

LOCAL LAW ENFORCEMENT

Brian Smith absent

OLYMPIC NATIONAL PARK

Jay Shields absent

CONSUMER REPRESENTATIVE

Terry Anderson excused

STATE EMS ADMINISTRATOR

Hailey Green

NWREMS STAFF

René Perret

JEFFERSON

Brad Martin, *Chair*
Tim Manly excused
Sarah Schadler
Mary Feeney absent
Karl Hatton absent

KITSAP

Kim Droppert, *At Large*
Mary Flick excused
Kim Petersen excused

MEDICAL PROGRAM DIRECTORS

Dr. Sandra Smith-Poling
Dr. Joe Hoffman
Dr. Jeffrey Roger absent
Dr. Steve Churchly absent

LOCAL ELECTED OFFICIAL

NAVY REGION NW

COAST GUARD

PUBLIC HEALTH/PREPAREDNESS

Jessica Guidry absent
Elya Baltazar

VISITORS

Lori Coleman – Minute taker
Christy Cammarata
Steve Engle
Jake Patterson
Sky Sexton
Joel McCulloch

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Approved, May 10, 2018

Chair Martin called the Northwest Regional EMS Council meeting to order at 12:00 p.m. at The Lodge at Sherwood Village, Sequim, WA.

APPROVAL OF AGENDA

Chair Martin called for changes to the agenda; receiving none.

APPROVAL OF MINUTES

Tim McKern moved and Kim Droppert seconded to approve the January 11, 2018, Regular Meeting minutes. **MOTION CARRIED.**

REGULAR BUSINESS

Chair Report – Chair Martin reported that: He is working on a new member checklist; April 12th is the next Executive Board Meeting and they plan to work on the Budget, updating the council handbook, addressing the mission, vision and values to make sure the council aligns with them, upgrading the website and evaluating budget cycles.

Treasurer's Report – René Reported on: Profit and Loss Statement for January and February 2018, FY 18 YTD; Bank Balance as of 2/28/2018 was \$52,517.61, an audit of January and February will occur post meeting today. René reported that they went to the bank to update the signature cards 3/7/18 and that they did run into issues with removing the past chair and were unable to do so, they were able to get the additions made and as the signature card stands, the signers are; Chair, Vice Chair, Past Chair and the Executive Director (René Perret). Kim Droppert motioned and Tim McKern seconded to approve the Profit and Loss statement as presented. **MOTION CARRIED.**

MPD Report – Dr. Hoffman reported that they have the regional MPD meeting coming up on June 4th in Kent.

DOH Report – Hailey Green reported on the 2017 Legislation changes SSB5751, SHB 1358, E2SHB1258. Rulemaking meetings have began. Next meeting is 4/18/18 Initial NREMT Testing Voucher Program launched.

Airlift Northwest – Reported that: Their Leer Jet has been relocated to Boeing Field allowing for better response times and bad weather capabilities; they are also accepting riders at this time, contact them for more information; in addition, they are willing to bring one of their helicopters to EMT Classes to provide training to students on airlifting patients.

Region 2 PHEPR Update/Northwest Healthcare Response Network – Reports that: they are working on unifying healthcare, looking at possibly changing to have an East and a West Coalition for the state of Washington; mentioned that CMS has new rules that everyone should make sure they are aware of; and they are doing “no notice” trainings on hospitals, these surprise trainings allow them to identify gaps that need to be addressed. Handouts about the exercise and about CMS preparedness were handed out.

Naval Region Northwest – No Report

Olympic National Park – No Report

Law Enforcement – No Report

Correspondence – René asks that everyone make sure that they sign their applications, without signatures they cannot be processed; DOH is working as fast as they can to process the applications; highlighted areas on the council structure page are vacant, please take the time to review those areas.

Unfinished Business –

- A. **Protocol Updates** – It was reported that Mason and Jefferson counties are working on updating their protocols, they have been sent to the DOH in track changes for review; it was clarified that N wrems council has regional protocols and that COPS are for local counties and are county specific; the Southwest Region is also looking at regionalizing their protocols.
- B. **IVP/Training Grant Contracts** – René handed out contracts that needed to be signed and will mail the others to entities who are not here today; René reminds everyone that these grants are to be reimbursed after the funds are used, the contract states that the training needs to be held before reimbursement will be considered; René reminds everyone that she needs to have all local council meeting dates, times and minutes provided to her along with any changes to their officers; unused funds will be reallocated if they will not be used.

New Business –

- A. **Mason County Fire Department 9** – Dr. Hoffman advised that he made a report to the DOH regarding a Fire District in Mason County that was not following compliance, that District has since partnered with another local Fire District for Mutual Aid, which makes them compliant for DOH regulations, and they plan to go to the ballot this Fall to merge the two Districts together for future compliance. He advised that anyone from this council can give input to the DOH, but we, as the N wrems Council, have no decision making authority on this situation. Feedback given today was supportive of the two districts merger and the future planning in play. This will be shared with DOH.
- B. **New Minute Format** – René asks for feedback on the revised minute formatting, everyone was in favor of the new format.

Strategic Plan –

- A. **Office Policies and Procedures to ensure compliance with RCW** – René reports that the E-Board will review the plan and bring forward suggestions to this body.
- B. **Regional Council Bylaws** – The Vice Chair will head up a committee to review the council's bylaws, Dr. Hoffman, Tim Wade and Joe Rodriguez offered to participate. The DOH did a gap analysis on our bylaws, which should help with this process.
- C. **Fall Prevention Programs** – Dr. Hoffman reports the he has sent their program to other MPD's. Chair Martin reports that Jefferson General Hospital is using their reporting system to pull data for their fall study.

Committee Reports –

- A. **Executive Funding** – No Report – Meeting Next Month
- B. **QI Committee** – Met today. Pediatric presentation today, next month will be focused on Stroke care.
- C. **IPPE Committee** – No Report
- D. **Protocol Committee** – See unfinished business
- E. **TED Committee** – They meet in January and September. René reports that there is \$2,300.00 to spend on a class, Joe Rodriguez recommends that an advanced airway class be held in Clallam County, and he asked if the class could be used to fill the gaps in the intubations needed for recertification processes.
- F. **Nomination Committee** – No Report.

G. State TAC/Steering Committee –

The Prehospital Technical Advisory Committee met on February 21, 2018. The committee finalized their strategic plan for the 2018-2021 plan cycle. They discussed the implementation of projects related to improving workforce availability in Rural EMS systems, the outcomes of EMS training program reconciliation project, NREMT NCCP guidance, 2017 NREMT statewide testing results, WEMSIS project updates and more.

The Air Ambulance Workgroup continues to meet monthly and is working on the revision of the State Air Ambulance Services Strategic Plan. When completed, the plan will identify air ambulance assets and their geographical coverage. It will establish performance standards and goals for prehospital response and transport to trauma, cardiac and stroke facilities. The plan assesses utilization, identifies outcomes from previous plan cycles, and suggests strategies for improvement during the next strategic plan cycle. The plan provides recommended evidence based, peer reviewed guidance for the development of regional EMS patient care procedures and department approved MPD protocols for utilization of air ambulances. Goal date of completion is estimated for July of 2018.

Regional Advisory Committee Technical Advisory Committee: RAC TAC met March 20th and reviewed progress on their strategic plan and added new strategies to their wise practice objective to assist in managing council affairs. They are preparing for their annual report to Steering Committee in May. The next RAC TAC meeting is May 15th.

H. Local Council Reports/System Panning and Development Issues EMS & Hospital –

- a. **Clallam** –OMC has a stop the bleed class they are about ready to roll out and they used their Stemi Protocols recently and they seemed to work well.
- b. **Jefferson** – Dr. Smith Poling reported that they just finished up an EMT class and that she may need to postpone her retirement leave date as the person she thinks may fill her position will likely not be ready until June of 2019.
- c. **Kitsap** – Local Council meeting will be on 3/15, they are working on updating their bylaws; they are running an EMT class now; Kitsap has decided to use their own protocols, which are unique to Kitsap.
- d. **Mason** – Hospital will have security starting in April as Ricky’s law goes into effect April 1st. Mason’s local council meets 3/15, they are working on updating their website; they have an IV Tech and Supraglottic Airway class coming up; EMT Class will be held this fall and their BLS OTEP program is working well, for a subscription fee, other departments can use it if they are interested.
- e. **West Olympic** – They have a EMT Class going on now; their next local council meeting is 3/13 and they have an Active Shooter Drill coming up at the Clallam Bay School.
- f. **Communications** – None

GOOD OF THE ORDER

- Next Meeting – May 10th, 2018

ADJOURNMENT

Tim McKern motioned and Kim Droppert seconded to adjourn the meeting at 1:36 p.m. **MOTION CARRIED.**