

# Kitsap County EMS and Trauma Care Council EMS Operational Meeting Minutes

October 15, 2008  
Readiness Center  
Bremerton, WA

## Attendees:

Barb Lovato	KCEMS	Thomas O'Donohue	PFD
Stan Plyler	BFD	Joe Repar	CKFR
Rhonda Roberts	KCEMS	Martin Bennett, MD	KCEMS
John Burch	PSNS	Steve Engle	NKFR

Called to order by Chair Kim Doyle at 10:09 am.

## I. Approval of September 17, 2008 Minutes

Stan made a motion to approve September's minutes as written, motion seconded by Joe. Minutes were approved as written.
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## II. Old Business

### A. Protocols Updates

Rhonda updated the group that the protocol books have been distributed to the agencies. The protocols will start on January 1, 2009. She also informed the group that the protocols are on the website under the provider area which is secured. Joe asked if they need to be under the secured area. The group decided to have the protocols unsecured. Rhonda will unsecure the protocols on the website.

Kim asked if the new hires need to take the old protocol test until the new one is finished. Barb replied that the new hires need to take the old protocol test until the new test is in place. The protocol test is to verify the EMTs/Paramedics knowledge of the current protocols. Mike asked how the new protocol test will be administered. Barb informed the group she would like to test the paramedics at the December Base Station Meeting. We will send out the BLS test to the agencies to have them test in-house.

Kim asked about if we have someone who fails the test how long before they can retake the test. Barb replied that if they fail the test they can retake the test in a couple of weeks. Joe asked what score they need to pass the test. Barb replied 80%. Joe informed the group that this is no where in the policy. The testing policy will be added to the policies to review.

Mike asked if they can change out the new drugs before January 1, 2009 instead of waiting until that day. Barb and Dr. Bennett discussed with the group to have the drugs up and ready on Monday, December 29, 2008. The group decided to go to Harrison after the December EMS Operations meeting to fill the new drugs. Please make sure you have contacted Rhonda with the totals of the new drugs the agency will need.

### B. Expired Medications (HMC Pharmacy)

Stan informed the group that the expired medication exchange on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month is going well.

### C. Zofran

Kim discussed with the group about should there be a pill form or dissolving form. Rhonda informed the group that Steve Engle went to the pharmacy and they had the pill form. He wanted to discuss with the group if they are going to do pill form or the dissolving pill form. The group decided they would like to work with the dissolving pill form. Dr. Bennett informed the group he would discuss with the pharmacy.

## III. New Business

### A. Feedback Form

Kim discussed from the last meeting the feedback form was brought up at the last meeting. The changes need to be added to the form is: add the run number, chief complaint, age and sex to the form. Barb informed the group that the medics could send the information to us and our office can research the patient and get the information back to them. Kim wanted to know how we are going to get this information about feedback out to the providers. Stan suggested we use Base Station Meeting.

### B. Updating Policies

Kim discussed with the group that she would like to start reviewing and updating policies in this group again. The group agreed and suggested for November's meeting to review the following policies:

- Protocol Testing Policy
- IV Tech policy
- Development of ALS/BLS policies and protocols

Rhonda will send out with the meeting announcement the three policies for everyone to review before the November meeting. After we discuss at the November meeting the Medical Officers will take back to their Chief's and the vote will be in December.

### C. Re-Routing

Kim asked for feedback about how the re-routing has been working for everyone. She would like to give feedback to Louann on how it is working. The group said it is going fine.

### D. Staff Updates

- Program Manager

CBD class will be at the end of the month. The manual is done and given out to be reviewed.

- BLS Coordinator

Barb informed the group for Joe that he is currently working at OTEP schedule for the next three years. She gave handouts out on the tentative schedule he has for 2009 for everyone to review.

There are 20 EMT students and 11 IV-Tech classes. The ACLS-EP class is on October 24. The PALS class is November 14. The next EMT class will be in January.

IV. Good of the Order

1. CKFR has a new medic Josh Cooper
2. Stan Plyler will be going to Shift work again in January
3. Kitsap County Fire Commissioners & Chiefs Holiday Brunch is December 7.

Meeting Adjourned: 11:09 am

Next meeting will be scheduled for November 19, 2008 at 10:00 am.