

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

March 17, 2010  
Readiness Center  
Bremerton, WA

## Attendees:

Barb Lovato	KCEMS	Butch Lundin	BIFD
Rhonda Roberts	KCEMS	Kim Doyle	Oly Amb
Joe Repar	CKFR	John Burch	PSNS
Lori Bisping	KCEMS	Mike Wernet	SKFR
Thomas O'Donohue	PFD	Steve Engle	NKFR

Called to order by Chair Mike Wernet at 10:00 am.

### I. Approval of February 17, 2010 Minutes

Kim made a motion to approve February's minutes as written, motion seconded by Thomas. Minutes were approved as written.

### II. Old Business

#### A. Base Station Requirements

Item is table until April meeting.

#### B. MCI Plan

The group will review the current draft of the MCI Plan. It was decided to spend an hour at each meeting to review the document. It will continue at each meeting until the document is fully reviewed and ready to forward to the Training Officers.

The last approved MCI Plan was in 2004. The 2007 MCI Plan remained in draft form and was never approved. Comparing the 2004 and 2007 plans, the only item not in the 2007 plan was a chart showing deployment. Mike contacted all of the agencies in the county and created a chart showing available resources based on minimum staffing. This will enable the group to create an accurate deployment chart for the county. In the event of an MCI, Olympic Ambulance will have one unit at each of Harrison Medical Center's campuses dedicated only to the hospitals.

There is a concern that Harrison Medical Center is not knowledgeable of the county's MCI plan. It was suggested to invite Mary Flick to the meetings for her to give Harrison's view on their abilities in an MCI.

There will be table top drills of the MCI plan after it is complete.

### III. New Business

#### A. Code of Conduct Policy

It was unanimously decided by the group this is an individual agency item. Each agency will work with their own code of conduct policies.

## B. Epinephrine Update

Item is table until April meeting.

## C. Staff Updates

### 1. Training Coordinator

There will be a 12-Lead class on March 19, ACLS will be April 30, and Joe is working on an EPC class. The EPC class will be an eight hour online class and one day classroom training. The EPC class will be equal to the provider's PALS certification. If any of the providers' want to continue to hold a PALS card they will need to look for a PALS class.

### 2. Program Manager

There are WAC and RCW changes coming up for equipment and medication storage that Barb will look into and bring back to the group.

There are some new regional requirements for interfacility transporting that Barb will review and share with the appropriate agencies.

Barb is presenting the 2009 Annual Report to the Planning Committee. When the Annual Report is finished it will be posted on the website for review.

### 3. QI Coordinator

Lori and Barb met with Cencom to discuss Lori's access to data stored at Cencom. The meeting was productive and Lori will be given access and training on Cencom's database. Cencom informed Lori and Barb getting reports of specific nature takes a very long time and it would be easier for Lori to pull the information she needs with the access to the program.

Joe Repar and Lori have been working on the documentation policy. They will create an approved abbreviations list to attach to the policy.

The peer review committees have started on the stroke study.

Lori will be sending out dates for the chart requests with a meeting calendar to the agencies.

## IV. Good of the Order

1. Joe and Lori presented a rough draft of a documentation policy for the group to review and bring back comments at the April meeting.
2. The Protocol Committee will be scheduled to meet after the four regional MPDs meet on April 16. Barb will send out an email to all the individuals on the committee to inform them of the timeframe.

Meeting Adjourned: 11:26 am

Next meeting will be scheduled for April 21, 2010 at 10:00 am.