

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

**October 20, 2010
Readiness Center
Bremerton, WA**

Attendees:

Barb Lovato	KCEMS	Lori Bisping	KCEMS
Rhonda Roberts	KCEMS	Mick McKinley	BFD
Joe Repar	CKFR	Mike Wernet	SKFR
Steve Engle	NKFR	Dana Normandy	Olympic College
Kim Doyle	Olympic	Chris Morrison	PFD
Martin Bennett	MPD	Joe Schweiger	KCEMS

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

I. Approval of September 15, 2010 Minutes

Joe Repar made a motion to approve September minutes as written, motion seconded by Steve Engle. Minutes were approved as written.
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II. Old Business

A. MCI Committee

The MCI Sub-committee will meet at the Readiness Center on Thursday, October 21 at 1300 hrs.

B. Tacoma Community College (TCC) Training hours for CE

TCC has agreed to allow the county paramedics to attend during TCC course to get for continue education hours. Call either Mike or Melissa and arrange for the medic to attend.

This will be announced at the Base Station Meeting. Barb will review the Base Station Remediation Policy with the TCC addition and bring it to the next committee meeting for approval.

III. New Business

A. Update from Testing & Standards Committee

The Testing & Standards Committee minutes were presented. The committee is working on re-writing the Paramedic Test. There will be three sections: basic para-medicine, knowledge required to function within Kitsap County, and the last section will be the Kitsap County Protocol test. Mick Lewis is working on basic knowledge portion. He will bring 75-100 questions for the next Testing & Standards Committee meeting. Mark Visaya and Joe Schweiger will work on the questions for 12 Lead-STEMI and RSI (25-40 questions).

The committee will review the Paramedic Recertification Policy and offer any suggestions for changes to the EMS Operations Committee. Lori is working on a paramedic continue education tracking sheet, for the medics, to attach to the policy. The suggestion is to add on the created spreadsheet an approved signature area for the continuing education.

Attached to the minutes for the Testing & Standards committee is a copy of the EMT-B class syllabus for review.

Joe S. is reviewing the Paramedic OTEP and looking at possible changes for the 2012-2014 plan.

The next meeting will be November 30.

B. QI Update

Lori presented PowerPoint slides about 70 cases from this year that have gone through a full review process. This means they were cases that were requested to be reviewed and they have been check by Lori, Dr. Bennett, and their respective QI Committees. The action item summary from the presentation are: continue analysis of BLS/ALS transport decisions, increase documentation of ALS evaluation, develop education target topics based on findings, IV-Tech utilization guidelines (Scope of Practice defined), alternate facility usage, implement 4-step Trauma Triage Tool.

Dr. Bennett feels this is a good overview to use as a starting point.

Lori will be creating a data tracking tool to give a more complete picture of the timeframe to review cases. It will have a start time and continue through until full completion.

C. Staff Updates

1. Program Manager

Barb submitted a training grant to the Medic One Foundation for training equipment.

The Controlled Substance Policy will need to be attached to the QI Plan so it will need to be updated before January 2011. Barb will make the suggested changes to the policy and bring to the next meeting.

2. MPD

Dr. Bennett spent the last week at the Resuscitation Academy. He would like to meet with Lori, Steve, and Barb to look at some possible items to implement in Kitsap County. He will provide more information at a later time.

Dr. Bennett requests the agencies make sure that the EKG strips are attached to the reports.

He reminded the committee the medics need to sign off they have received the RSI revision. It is available on the website.

3. Training Coordinator

Joe S. reported the EMT class is going well. The IV-Tech class is having their final practical this weekend and will take their State written test on October 30. He is working with Harrison Medical Center to update standing MOUs. Friday will be the ACLS class. This class will discuss the updated guidelines for CPR just released. He is checking with Paul Berlin and Dr. Okamoto about presenting at February 2011 Base Station Meeting. November 5 will be the PALS class. ACLS for EMTs will be December 4. Joe S. is reviewing the WACs and RCWs for the ability to take an airway class to cover field intubations requirements.

4. QI Coordinator

Lori is working on adding an Education portion to the QI Plan. She will also need to add the most updated Controlled Substance Policy that has been approved by the Board of Pharmacy. She will also require from the agencies copies of the individual Controlled Substance Policies. Barb will send out a reminder to the agencies.

IV. Good of the Order

- A. November 19 in Leavenworth they will have a conference that will cover all the new AHA guidelines.
- B. Dana Normandy, Olympic College, discussed with the committee the Co-Op classes the EMT students going through the college will be taking. He gave each of the agencies packets from the college with agreements for them to sign to allow students to ride with the agencies.

Meeting Adjourned: 12:00 pm

Next meeting will be scheduled for November 17, 2010 at 10:00 am.