

Kitsap County EMS and Trauma Care Council Board of Directors Meeting Minutes

August 27, 2008
The Readiness Center
Bremerton, WA

Stan Plyler	BFD	Martin Bennett, MD	KCEMS
Rhonda Roberts	KCEMS	Dan Smith	NKFR
Les Scholfield	Elec Of	Anice Grant	NWEMS
Susan Hensley	GHC	Barb Lovato	KCEMS
Kim Doyle	Olympic	Joe Schweiger	KCEMS
Michelle McGanney	KCEMS	Al Duke	BFD
Vincent Hlavaty	BFD		

Meeting called to order by Chair Stan Plyler at 9:10 am

Kim made a motion to approve July's minutes as written, motion seconded by Susan. Minutes are approved as written.

I. Old Business

A. Protocol Update

Dr. Bennett informed the council the protocols have been approved by the state. They are now posted on the website. Steve is working with the printers to get the cost of copying the books.

B. Vision Development update

Joe presented to the council the decisions made by the vision development group. The group believe that QI is the lynch pin of the organization. They also believe to go forward anymore there will need to be an individual in the Program Manager position. Joe informed the council there was a discussion on offering the position to someone. Stan informed the council the person they would like to offer the position is Barb Lovato. She has agreed to be the Interim Program Manager. The interim would be from September 1 – December 31, 2008. Her hours would increase to 30 hours a week.

Chief Smith made the motion to accept Barb Lovato as the Interim Program Manager, Dr. Bennett seconded. Motion approved by council.

C. Recording Agreement @ HMC

Stan announced that he has signed the recording agreement with Harrison Medical Center. Rhonda asked for record keeping requirements will Harrison copy the calls on CD or will this be sent via email? Stan said he would check and get back to the council. This is for the phone line the medics' use to call the hospital. Vince asked about the radio line will it continue being recorded on cassette tape. Chief Smith informed the group that he believed that would have been recorded by Cencom. Barb said she would check with Cencom to verify this and the length of time they keep the recordings.

D. Pharmacy Policy update

Dr. Bennett presented to the council the Controlled Substance Policy to vote on. Chief Duke asked for the clarification of 5.6 on the policy. It was decided by the council to remove this sentence, because it was address in previous parts of the policy. Chief Duke also asked on 6.3 what is periodically and is this currently done? Kim requested a time frame of when the logs will be reviewed. Stan asked if the wording yellow copy should stay in. Dr. Bennett asked Rhonda to make the following changes: remove section 5.6, add "at least annually" to section 6.3, and change wording from "yellow copy" to "a copy".

Chief Duke motioned to accept the Controlled Substance Policy with changes, Vince seconded. Motion approved by council with changes.

E. Committees Updated List

Rhonda presented to the council the updated list.

Health Care Facilities:

Kim Doyle (chair), Louann Bean, Susan Hensley, Mike Wernet, Vince Hlavaty

Testing & Standards

Stan Plyler (chair), Barb Lovato, Joe Schweiger, Steve Engle, Vince Hlavaty

Nominating

Dan Smith (chair), Les Scholfield, Steve Engle,
Hank Teran

Kitsap County EMS Operational Committee

Kim Doyle (chair), Steve Engle (vice chair), Stan Plyler,
Butch Lundin, Mike Wernet, Joe Repar, Thomas
O'Donohue, Rena Beyke, Scott Steil, John Burch

By-Laws

Les Scholfield (chair), Stan Plyler, Susan Hensley, Dan
Olson

Planning

Kim Doyle (chair), Al Duke, Stan Plyler, Hank Teran,
Mick McKinley, Mike Wernet

Budget

Al Duke (chair), Dan Smith, Kim Doyle, Louann Bean

Human Resources

Susan Hensley, Dan Smith, Kim Doyle, Susan Smith

CBD (Criteria Based Dispatch)

Amy Warrior (chair), Stan Plyler, Bonnie Shamion, Jason
Branner, John Taylor, Hank Teran, Dan Smith, Michelle
McGanney, Mike Wernet, Martin Bennett

ALS QI Committee

Steve Engle (chair), Sam Hernandez, Greg Cable,
Bryson Eader, David Bailey, Justin Brown, Dave Gurnee,
Martin Bennett

BLS QI Committee

Joe Schweiger (chair), Tom Stanley, Lloyd McCallister,
Frank Leamer, Scott Berry, Eric Chamberlain, JD
Tollefson, Larry Brown, M'Lee Barlow, Laura Hickey

II. New Business

A. Voting Members

By-Law change for Article V: Board of Directors was presented to the council. Vince expressed his concern there would be no voice for the field provider with this change. Kim reiterated the decision this was based on were the discussions at the planning day retreat. This was to get commitment from all the agencies that pay into the council. To form a cohesive bond between all the agencies to help make changes more effective. Chief Duke stated if the agency pays in they get a vote. Kim asked to have Bremerton Ambulance add to the list. It was clarified to the council that Bremerton Ambulance and Olympic Ambulance pay individually. Chief Smith stated he believed this would give more accountability to the agencies that contribute to the council.

Vince stated his concern that the field provider would not have a voice in the change of day to day operations that would affect them. It was pointed out that the only items where the providers would not have a vote would be on board elections, by-law amendments or budget approval/amendments. Chief Duke advised the council this clarification is in the second sentence in section three.

Kim made the motion to accept Article V: Board of Directors with changes to be effective January 1, 2009, Chief Duke seconded. Motion approved to accept Article V: Board of Directors with changes.
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B. Disposition Codes

Rhonda informed the council that Operations Chief Luke Carpenter of BIFD asked for feedback about the change in the disposition codes. The council agreed that Rhonda should work on the spreadsheets, but track her hours to see how long it would take to create the spreadsheets.

C. Tasers

Chief Duke discussed with the council the police requests to clear patient that have been tasered. He asked if there needs to be a protocol. Chief Smith believes it could be a training issue with the police department. Chief Duke replied that he would gather more information and bring it back to the council.

III. Staff & Regional Review

A. Staff

1. BLS Coordinator

Joe announced to everyone that there will be an EMT-B course starting on September 15. He will hold an IV-Tech class in October.

2. Program Manager

Barb informed the council there is an ACLS class scheduled. She is working on scheduling the PALS course.

B. Committees

Stan activated the Elections Committee. There will be nominations in September for the Chair & At-Large Member positions. The vote will be at the October meeting.

C. Regional Report

Anice updated the council on the upcoming meetings and conferences. The NW Region Council meeting will be September 11 at 1130 hrs. The goal this year for the NW Region is to have all agencies on the King County OTEP program. On September 19 from 1000-1200 hrs there will be a Hood Canal Bridge Closure Meeting. Pediatric Conference will be January 24 & 25 Dr. Jurkovich of Harborview will be there. The region will offer a PALS course on January 22 & 23 prior to the conference. They will also offer a 40-DOT Instructor course in 2009.

III. Good of the Order

1. Stan informed the council the BFD Levy passed by 73%.

IV. Events

1. Stan presented flyers to the council for the Fire Fighters & Rescue Workers Community Appreciation Day is being held on September 28. It will be at the Crossroads Neighborhood Church.
2. Dr. Bennett announced to the council Kitsap Medical Society will hold a benefit auction on September 13. It is called Fire & Ice. They will be selling the 2009 Firemen calendars.

Adjourn 10:17 am

Next Council Meeting will be on Wednesday, September 24 at the Readiness Center.