

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

February 25, 2009
The Readiness Center
Bremerton, WA

Stan Plyler	BFD	Hank Teran	BIFD
Rhonda Roberts	KCEMS	Jessica Gruidry	KCHD
Les Scholfield	Elec Of	Anice Grant	NWREMS
Kim Doyle	Olympic	Rene Williams	NWREMS
Vincent Hlavaty	BFD	Barb Smithson	KCHD
Martin Bennett, MD	KCEMS	Dan Smith	NKFR
Barb Lovato	KCEMS	Scott Isenman	BIFD
Steve Engle	NKFR	Amy Warrior	Cencom
Joe Repar	CKFR	Terry Lerma	Naval
Mike Wernet	SKFR	Mary Flick	Harrison

Meeting called to order by Chair Kim Doyle at 9:05 am

Chief Smith made a motion to approve January's minutes as written, motion seconded by Stan. Minutes are approved as written.

I. Old Business

A. QI Update

Barb announced the Executive Board approved the job position announcement. Kim suggested incorporating in the job description wording that includes knowledge of data collection. Dr. Bennett discussed he would like avoiding narrowing too much on the job description. Chief Smith asked if this would come back to the council. Kim responded it would go to the Executive Board.

B. By-Laws

Kim activated the By-Laws committee. One of the changes should be the removal of Group Health. She also informed the council the Human Relations Committee has no chair. She asked for volunteers for this committee. The suggestion was made to ask Susan Smith from CKFR to be the chair. Les asked Rhonda to send out the By-Laws to the council to review for any other changes that need to be made.

C. Policies

The updated policies for Provider Testing and Developing BLS ALS Patient Care Protocols and Policies are on the website.

II. New Business

A. Regional Training Grant Request

Barb presented the regional training grant request to the council. She informed the council she has worked with the Medical Officers and Joe Schweiger to create and prioritize the list. Barb gave background that the training grant is monies from the region to support training. In the past it also covered part of the training coordinator salary. The region informed the council this is no longer available. The grant request is then submitted to the Kitsap County EMS Council. When approve it and it is sent to the NW Region office.

Anice informed the Council the funding for the regional offices in Washington State was established in 1990. The moneys have not increased since the beginning in 1990. The money comes from the general fund for the state. In the beginning it was set up to cover the cost of staffing the regional offices, trauma training, and a small portion for injury prevention. There was a portion removed when the trauma fund was created. That helps to cover the uninsured individuals for the hospitals and the MPD salary. Kim asked if there are any guidelines by the state on how the money is allocated. Anice responded that there are no state guidelines on how the money is disbursed. It is the decision of the funding committee where the grants are submitted. The regional offices are required to send in their deliverables every other month. She said that it then takes 90 days more for payment to the regional office. Kim announced the training coordinator will no longer be supported by the regional office. Rene will need to have all the data for the different training classes. Stan asked if Rene still needs the OTEP roster. Rene replied she does have access to the OTEP program, but would still need the agencies to send her their rosters.

Mary made the motion to accept the training grant as written and forward it to the NW Regional meeting. Steve seconded. Training grant accepted as written to forward to the NW Regional Meeting.

B. Planning Day

Kim updated the council on what has been achieved from the goals at Planning Day. We have made the changes to the by-laws to reflect the agencies paying into the council are the voting members. We continue to open the lines of communication between the council and the agencies. We continue to work on the vision that the committee created. Finally Dr. Bennett is working on updating the current QI Plan.

III. Staff & Regional Review

A. Health District

Barb Smithson informed the council they are focusing on doing car seat checks. She reminded that more deaths occur to children from traffic accidents. Children should be in car seats until 4'9" or the age of 8. She handed out the flyers they for anyone to post.

Jessica informed the council they are continuing to working on the Hood Canal closure. The next meeting will be March 4 at 9:30 am. The meeting will start at the Lofall site and Jefferson site. After reviewing the sites the meeting will continue at Poulsbo Fire Station. The bridge will be closed for 6-8 weeks. Airlift NW will have a back up staff during this time.

B. Staff

1. MPD

Dr. Bennett announced to the council he continues to work with Chief Teran and Dr. Carlbom for medication exchange. Their next meeting will be March 2 at BIFD.

2. Program Manager

Barb informed the council the website is currently being updated. If there are any individuals they would like to have spotlighted for kudos please send the information to Rhonda for her to put on the website. Harrison Hospital will be using the back up imaging scanner while the other one is replaced March 9-29.

There is a small possibility the providers could be re-routed if the back up is down. She will announce at the March Base Station Meeting. She informed the council Kid's Day is coming up in June.

3. Training Coordinator

Barb announced for Joe Schweiger that there is a spring EMT-B class coming up, there was a OTEP evaluators on February 6, PALS will be March 27, and the spring ACLS-EP class will be April 30.

C. Regional Report

Anice announced to the council the region is contacting everyone who purchased a Zoll Basic AED from them. There is a corrective action that Zoll has sent out. There is an issue with old batteries. Joe asked if this was the Region's responsibility or the fire districts responsibility. Rene informed the council she goes out to the different sites and updates the software for the AED during this time she will check the batteries. She would like any names and address of groups that have purchased if the agencies know them.

Anice updated the Council on the State's push to eliminate the reimbursement to the Steering Committees members. If you are interested in receiving the legislative updates please email Anice at admin@nwregion.org.

Anice also announced she will start typing up staff reports for everyone since sometimes the region representatives can not make it to the meetings. This will update everyone on what is going on in the regional office.

The State is working on changing the state testing to national registry. Part of the implementation delay is the shortage of testing sites. They will also need to review how to get the Washington State specifics tested. The committee will continue working on these issues. It looks that the change will be the end of this year or the beginning of next year. Until that time the tests will be kept at the regional office and giving by them. They are currently updating the Washington State test.

The next regional QI Conference will be April 15 at McCormick Woods.

D. Committee Reports

1. CENCOM

Amy updated they have created a four-hour refresher course for the dispatchers. They are working on updating all the dispatchers on changes they have made to the call cards.

2. Executive Board

Kim updated the council the Executive Board will review the liability insurance and what it covers.

3. Health Care Facilities Committee

Kim informed the council they are continuing to work on getting costs to create the DVD for the skilled nursing homes on when to call 911.

III. Good of the Order

1. Terry stated there will be a Mass Casualty Drill on April 23 at the Naval Hospital. He asked if any of the fire agencies would like to participate to help add realism to the exercise. BFD and Olympic Ambulance offered to help. Terry will contact the agencies via email closer to the date.

IV. Events

1. Kid's Day June 6, 2009

Adjourn 10:26 am

Next Council Meeting will be on Wednesday, March 25 at the Readiness Center.