

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

June 25, 2008
The Readiness Center
Bremerton, WA

Stan Plyler	BFD	Rene Williams	NWREMS
Rhonda Roberts	KCEMS	Terry Lerma	Navy Hospital
Les Scholfield	Elec Of	Al Duke	BFD
Hank Teran	BIFD	Martin Bennett, MD	KCEMS
Joe Schweiger	KCEMS	Rene Williams	NW Region
Louann Bean	Harrison	Mick McKinley	KCFCA
Steve Engle	NKFR	Joe Repar	CKFR
Barb Smithson	KCHD	Dan Olson	SKFR

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

Louann made a motion to approve April's minutes as written, motion seconded by Dr. Bennett. Minutes are approved as written.

I. Old Business

A. Cost Analysis for Video Conferencing Equipment

Rhonda discussed with the council the cost of replacing the projector in the classroom. She presented the price range was from \$1,500-\$6,000 for the replacement. She was asked to present to the Executive Board the top choices and the board would decide which one to choose.

B. Expired Medications

Dr. Bennett presented a new controlled substance policy to the council. Everyone reviewed the policy and asked for corrections on first page for Fentanyl from mg to micrograms. On page two change word tow to two on 1.3. The question was asked for the witness can it be an EMT? Dr. Bennett replied he would research it and bring it back to the council the state's response.

C. Protocol Update

Steve informed the council he has turned the protocols over to Dr. Bennett. Rhonda is currently working on a table of content for them.

Dr. Bennett informed the council he should be done reviewing them by the end of the month. They will then be sent to the state for final approval.

II. New Business

A. Substitute House Bill 1103

Stan discussed with the council there is a House bill that will make numerous changes to the regulatory process. Rene informed the council that the changes that are happening are ones that we are currently doing. Kitsap County should not see any changes.

B. Mission Statement

Joe Schweiger discussed the updating of the Mission Statement. He worked with Kim Doyle and presented the following new Mission Statement:

The Mission of the Kitsap County EMS and Trauma Care Council

To support the continuing development of a high quality Pre-hospital, Emergency Medical and Trauma Care Service in Kitsap County through:

- Meaningful initial and on-going training
- Effective Quality Improvement
- Progressive Patient Care Protocols

There was discussion on the word usage of progressive could be changed to evidence based.

Dr. Bennett made a motion to accept the Mission Statement as written. Louann seconded the motion. Mission Statement approved as written.
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C. Staffing Model

Steve discussed the changes to the Program Manager Job Description. The main changes were the removal of the QA and the RN requirements. Stan discussed with the council his proposal to have the position filled in three months. The council reviewed the description and decided to send it to the Executive Board to make the decisions and move onto the hiring process.

D. MPD Position

Stan informed the council at the last Executive Board meeting they discussed the MPD Position Description. He stated they are making good progress with the suggestions from Dr. Hoffman and Dr. Bennett. Dr. Bennett discussed the job description will follow the state job description for the MPD position and will be worked to support the system in Kitsap County.

E. Vision Development

Joe Schweiger reported to the council at the Planning Day he volunteered to help by facilitating creating a vision for Kitsap County EMS & TCC. It was decided at Planning Day to do this at the next council meeting. He started by introducing what exactly is the vision. He reminded the council De Hicks stated that the vision is "What do we want to be when we grow up." Joe discussed based on the Mission Statement what we want to see in the future.

Joe asked the council is this something to discuss here at the meetings or should a committee work on this. Stan suggested giving this to a committee. Louann suggested having all the stakeholders on this committee. Chief Teran suggested making sure all the Fire Chiefs are involved in this meeting. Joe will contact all the stakeholders and set up a meeting together.

F. Activating Committees

Stan activated the Budget Committee and the By-Laws Committee.

III. Staff & Regional Review

A. Health District

Barb informed the council that Jessica could not make it this month due to other obligations. She asked Barb to inform the council that she currently has four projects she is working on and they are:

- Model for Tribal Mutual Aid
- Bed Tracking at Harborview is discontinuing and the state will pick it up, but there will be a lag time.
- July 18 there will be a measles table top discussion
- 2008 Pandemic Influenza testing in October & December

Barb updated the council on the Child Death Review. She handed out flyers to the council and asked them to be posted at the stations lunchrooms about the proper way to lay an infant when they are sleeping.

She informed the council that in the two districts, Bainbridge Island and North Kitsap, 800 9th grade students more than ½ of the students had mental screening. Of that 45 students were sent to talk with councilors and 27 of them received a mental health evaluation. She provided the council with handbooks for parents to recognize and treat depression in children. She asked the council to also put these in the lunchrooms.

B. Staff

1. BLS Coordinator

Joe updated the council on the EMT-B class. He has just finished a great EMT class with little over half a dozen of the students applying for National Registry.

He would like to talk to the Fire Training Officers to discuss their needs for EMT-B classes. Joe was informed that they meet the second Monday of the month. Stan asked Joe if there could be a third EMT-B class a year. Joe informed the council we would need to have 16 students to hold the class.

He is also working on having an IV Tech class in the fall. Bainbridge Island requested this class.

He informed the council that the MOU with Harrison Medical Center is ready to be signed. This will allow our EMT-B students to do the training required by the state at the hospital.

D. Regional Report

Rene reminded the council to have members attend the Hood Canal Closure meetings that are coming up. The closure is coming up fast and they want everyone to be prepared.

E. Committees

By-Law's Committee

Chief Olson suggested for the By-Law's Committee to adjust the by-laws to go over if you are a paying member you receive a vote. This will be discussed at the next By-Law Committee meeting.

III. Good of the Order

1. Louann informed the council the Base Station Recorder is being replaced. The hospital has ordered the new recorder and will create a new MOU and bring it back to the council. She also asked the council if anyone is interested in the ability to send/receive EKGs. Port Townsend has requested that Harrison have the ability to send/receive EKGs.

IV. Events

1. July 18- Naval Hospital will receive new CO
2. July 31- In the afternoon there will be a Mass Causality exercise Threat Condition at the base. They will be going through Jackson Park.
3. Naval Hospital will be working with Harrison Medical Center, Public Health office and the Corner's office to do a Mass fatality plan. Currently the county only has the ability to store 30 bodies in the case of a mass fatality. So they are working as a group to come up with a plan on what to do if a mass fatality happens. The state is observing this and may create protocols from what comes out of this exercise.

Adjourn 10:07 am

Next Council Meeting will be on Wednesday, July 23 at the Readiness Center.