

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

March 25, 2009
The Readiness Center
Bremerton, WA

Stan Plyler	BFD	Joe Repar	CKFR
Rhonda Roberts	KCEMS	Mike Wernet	SKFR
Les Scholfield	Elec Of	Hank Teran	BIFD
Kim Doyle	Olympic	Anice Grant	NWREMS
Vincent Hlavaty	BFD	Al Duke	BFD
Martin Bennett, MD	KCEMS	Louann Bean	Harrison
Barb Lovato	KCEMS	Ken Burdette	CKFR
Steve Engle	NKFR		

Meeting called to order by Chair Kim Doyle at 9:02 am

Steve made a motion to approve February's minutes as written, motion seconded by Mike. Minutes are approved as written.

I. Old Business

A. By-Laws

Barb presented the requested changes for the By-Laws. The changes include: adding the vision statement, removing Group Health from the Board of Directors, and some numbering and verbiage changes. Les informed the council it would need to review the changes at this meeting and vote on it at the next one.

B. Regional Training Grant Money

Barb updated the council on the regional training grant request submitted to the NW Regional EMS & TCC office in March. She and Kim attended the regional funding committee meeting. The committee requested everyone lower their funding requests. After discussion KCEMS cut the following training classes from the request: geriatrics, OTEP evaluators, bariatric, and injury prevention. This decreases the request from \$15,000 to \$12,500. The funding committee approved this request.

Anice informed the council this is the first step. The requests will be forwarded to the next NW Regional Council meeting in April. Their council will vote on the budget and it will be forwarded to the state.

II. New Business

A. KCEMS Office Audit

Chief Duke informed the council the Executive Board is looking into having an outside agency do an audit of the books.

Barb reported to the council there are a few choices in the type of audit. She is receiving price quotes from different companies and will bring them to the next council meeting.

B. QI Interview Process

Barb updated the council on the response from posting the QI Coordinator position. We have had 20 applications sent in, but only two have met the minimum requirements. The deadline for applications and resumes is April 3. She hopes to review the applications the week of April 6 and do the testing April 13 or 14. Kim asked Barb if she has considered the need to extend the deadline if there are not enough qualified candidates. Barb replied she will review when the deadline is closer and extend the deadline if necessary.

C. Rent Increase

Kim announced to the council the rent is being increased to the current COLA rate.

D. Policies

The council reviewed three policies sent from the EMS Operations meeting.

Chief Burdette made the motion to accept the Pre-Hospital IV Starts policy as written, Vince seconded motion. Pre-Hospital IV Starts policy approved as written.

Chief Burdette made the motion to accept the Blood Draws policy as written, Mike seconded motion. Blood Draws policy approved as written.

The council reviewed the Paramedic Recertification policy. Kim announced to the council Barb will review this at the base station meeting to clarify any confusion on this policy.

Vince made the motion to change 4.1.3.3.2 from 12 hours to 30 hours, Mike seconded motion. Motion was not approved.

After discussion Chief Teran asked this policy go back to the EMS Operations meeting for clarification.

E. Chairs for KCEMS Classroom

Barb reported to the council she will purchase new chairs for the classroom. She had this cost in this year's budget.

III. Staff & Regional Review

A. Health District

Rhonda handed out the Harborview Injury Prevention newsletter to the council for Barb Smithson.

B. Staff

1. MPD

Dr. Bennett is working on the QI process with the committee. He continues to work with Chief Teran for Bainbridge Island to go to Kitsap County Protocols.

2. Program Manager

Barb reported she is currently working on the policy book to update old policies. She is working with the executive board for old administrative policies and with EMS Operations office for the other policies.

3. Training Coordinator

Joe informed that there is a PALS class on March 27 and an ACLS-EP class April 30. He is working on putting together PHTLS and IV-Tech classes. The next EMT-B class starts March 31.

In the BLS QI meeting the issue that has come up is the timeliness of getting the reviews back to the provider. There can sometimes be a three month lag time between when the reports are reviewed and getting the information back to the provider. Joe is working on this issue.

C. Regional Report

Anice handed out the staff report from the regional office. She gave the council highlights from the staff report handout.

The Hood Canal closure meetings are continuing. The next one will be April 8. They are going to hold a group meeting in Port Townsend on April 27. On April 29th they will do a loading/unloading the ferry drill at Southpoint. The DOT will host a medial event on April 30.

The region is working on a geriatric conference to be held January 23 and 24, 2010. The day before the conference there will be an Educator Symposium sponsored by the region.

The state EMT testing was scheduled to change to NREMT on March 1, 2009. To allow more time for budgeting and planning, the date for full implementation was extended to 2010. The new date will be January 1, 2010.

D. Committee Reports

1. HR Committee

Kim asked Chief Burdette if Susan Smith could be the Chair of the HR Committee. Chief Burdette agreed she could be on the HR Committee, but said we would need to ask her about the Chair position.

2. 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. Steve discussed with the council poisoning by gas as a new form of suicide. This is a new form of suicide using two chemicals Bonide and hydrochloric acid. The individuals close themselves in their car or a room and mix the two chemicals. Steve will bring this issue to the EMS Operations meeting with more information.

2. Vince discussed with the council the cost of the EMT-B class. He had a discussion with Dana Normandy, Olympic College Representative, and he was informed the college is increasing the number of credit hours for the course. This means the KCEMS office will receive a little more revenue from the course. He questioned do we want to charge more for the class. Barb asked why do we teach so many EMT classes. Do we teach it just to teach or to meet the needs in the county for EMTs? We currently charge \$450 in county and \$550 out of county. Chief Burdette requested the demographics of the class. Joe Schweiger responded when he polls the class the first day they answer they're taking it for the following reasons: fire services, nursing, medical training, and technicians that would like to work in the emergency rooms. Joe figured that about half of the class ends up working for Kitsap County. After discussion Kim asked Joe and Barb to work together and create a breakdown and bring it to the next EMS Operations meeting.
3. Vince voiced some concern the providers are having with the ER nurses questioning ALS to BLS downgrades. Louann invited any provider to go to her office and inform her of any issues with the nurses. Steve requested the providers contact their Medical Officers to relay the issue. The Medical Officers can then talk with Louann. Dr. Bennett suggested this topic be cover at the next EMS Operations meeting. Barb stated she will reinforce with the medics at the next base station meeting to take any issues or concerns to their Medical Officers.

IV. Events

1. Kid's Day June 6, 2009
2. There will be a Mass Casualty Drill on April 23 at the Naval Hospital. If any of the fire agencies would like to participate to help add realism to the exercise. Please contact Terry at Terrence.Lerma@med.navy.mil.

Adjourn 10:21 am

Next Council Meeting will be on Wednesday, April 22 at the Readiness Center.