

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

August 28, 2010
The Readiness Center
Bremerton, WA

Rhonda Roberts	KCEMS	Anice Grant	NWREMS
Kim Doyle	Olympic	Vince Hlavaty	BFD
Roy Lusk	CKFR	Barb Smithson	KCHD
Barb Lovato	KCEMS	Steve Engle	NKFR
Mary Flick	Harrison	Lori Bisping	KCEMS
Daniel Olson	PFD	Karmela Little	St. Anthony
Mike Wernet	SKFR	Terry Lerma	Navy
Mick McKinley	KCFCA		

Meeting called to order by Chair Kim Doyle at 9:00 am

Mary made a motion to approve July's minutes as written, motion seconded by Chief Lusk. Minutes are approved as written.

I. Old Business

A. Protocol Update

All the portions of the regional protocols being updated by Kitsap County are completed. The next Regional Protocol Committee meeting will be Tuesday, August 31. Barb will research the options for providers to receive their protocol books whether electronic or paper is acceptable.

B. Olympic College MOU

Chief Lusk made the motion to approve the Memorandum of Understanding between Kitsap County EMS and Olympic College for Emergency Medical Technical training. The motion was seconded by Mike. Motion approved.

Pearson Vue has Olympic College as a testing site for the NREMT testing. Barb will verify with Olympic College that it is now available.

C. By-Laws

Chief Olson made the motion to accept the by-laws as written. The motion seconded by Chief Lusk. By-Laws approved as written.

It was requested at the next update of the By-Laws to add Member's At-Large duties under "Article VII - Duties of Officers."

D. B&O Taxes

KCEMS office has paid the B & O Tax bill. The response from the lawyer reviewing documentation is we do owe this tax. The Fire Commissioners Association Representative agreed we owe. He suggested sending a letter with payment stating we are protesting the penalties and fees for back tax. We are currently in the appeals process and it can take up to six months to resolve.

Chief Lusk has requested a quarterly treasurer's report to the council.

II. New Business

A. Elections

The two positions open this year are the Chair and At-Large #1. Please forward nominees' names to the Nominating Committee.

B. Committee Members

Some of the committees do not have adequate representation. Stakeholders were asked to confirm committee membership and make recommendation for additional members.

Please send Barb any membership additions or changes.

III. Staff & Regional Review

A. Heath District

Harrison Hospital has agreed to be the lead agency for Safe Kids.

Barb Smithson mentioned she needed two volunteers for an 90-minute lifejacket observations period at Long Lake.

B. Staff

1. Training Coordinator

The upcoming classes are: ACLS, PALS, EMT-B and IV-Tech. Flyers have been sent to the MSOs and Training Officers.

2. MPD

Dr. Bennett has been working on several QI issues with Lori. They have a year's worth of statistical data and he is working with Lori to create a report. During the data gathering he pinpointed some issues he will start working with specific agencies to correct.

Dr. Bennett and Lori are working on a new QI Plan to submit to the State. Currently, internal QI dealing with patient care at the agencies is not under the hold harmless clause with the State. The new QI Plan will state clearly the QI steps when dealing with patient care.

Lori will create a PowerPoint presentation for the QI Program for the September EMS Council Meeting.

3. QI Coordinator

Lori will be working with the NW Region for their QI Plan. The State requires we follow the direction and format of the Regional QI Plan. After consultation with the region she will submit Kitsap County QI Plan to the State.

4. Program Manger

Barb reported the office will not find out until the beginning of November whether or not we will receive the grant for the ST-Elevation Myocardial Infarction (STEMI) study.

STEMI is a heart attack that is easily identified with the 12-Lead monitor. The study will be funded through University of Washington and have 11 counties involved. This study is looking at the EMS response portion of STEMI care. The data collected will be merged with the hospital's STEMI data collection tool. This will give a clear picture of 911 to catheterization lab patient care and outcomes.

5. Administrative Assistant

Rhonda will be out for six-weeks starting October 19.

C. Regional

All FY2010 payments should be paid by the end of August.

The next Regional Council meeting will be September 9.

The upcoming training offered by the NW Region are: Paramedic Refresher in October and an MCI Conference in January 2011.

The new pediatric guidelines from the State have been finished. The Region will include the 50 page document in the new protocols.

D. Committees

EMS Operations- The MCI sub-committee will be meeting in the fall. Tacoma Community College (TCC) informed Mike that they are willing to have medics come in for CME.

Planning Committee - The next meeting will be September 7 at 1330.

Nominating Committee- This committee was activated. The two positions open this year are the Chair and At-Large #1.

Budget Committee - Barb will send out a request for re-scheduling the meeting.

Testing & Standards - Barb will send out a request to the committee for their available meeting dates.

III. Good of the Order

- A.** David Tucker informed Barb that there is one part he is waiting for and the video conferencing should be available.
- B.** Terry announced the Naval Hospital and Bangor recently recertified their Level-C Decontamination teams. There will also be a mass vaccination event within the next 60 days. They will have 48-hours to immunize the active duty personnel (around 4,300 people).
- C.** CK Board of Commissioners has appointed Chief Roy Lusk as Chief of CKFR. There will be an official swearing in on September 13 at 1800 at CKFR.

IV. Events

- A.** The Kitsap County Fair is going on this week.

Adjourn 10:30 am

Next Council Meeting will be on Wednesday, September 22, 2010 at the Readiness Center.