

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

January 27, 2010
The Readiness Center
Bremerton, WA

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|----------------|---------|-----------------|--------|
| Rhonda Roberts | KCEMS | Terry Lerma | Navy |
| Kim Doyle | Olympic | Al Duke | BFD |
| Hank Teran | BIFD | Anice Grant | NWREMS |
| Les Scholfield | Elec Of | Lori Bisping | KCEMS |
| Mike Wernet | SKFR | Martin Bennett | KCEMS |
| Steve Engle | NKFR | Joe Repar | CKFR |
| Joe Schweiger | KCEMS | Vincent Hlavaty | BFD |

Meeting called to order by Chair Kim Doyle at 9:04 am

Dr. Bennett made a motion to approve October minutes as written, motion seconded by Steve. Minutes are approved as written.

I. **Old Business**

A. **HR Committee Update**

The HR Employment Policy has been updated. It will be emailed out to the Council. Two employee contracts are being reviewed by the HR Committee.

B. **Retirement Plan Update**

The new retirement plan, a Simple IRA, is effective this January. It will start out covering Barb, Rhonda, and Joe.

C. **Planning Committee Update**

The committee met in November to review the goals created in 2008. There has been significant progress toward the goals created. The QI program has been updated and currently working on putting the new QI Plan in place. Dr. Bennett is working on the potential of regional protocols. Teleconferencing is still pending. As we move forward we will start reviewing potential grants available. The current focus of the Planning Committee is revitalizing communication with Cencom and the CBD group.

It is suggested every agency has a person on the Planning Committee. If you are interested, please email Kim Doyle kimdoyle@olympicambulance.com and she will send you the meeting schedule.

D. 2009 Budget

At the end of 2009 we were under budget \$21,000.

E. Policies

Mike made the motion to approve EMS Course Budget Approval as written, the motion seconded by Steve. EMS Course Budget Approval approved as written.

Vince made the motion to approve Financial Reconciliation as written, motion seconded by Steve. Financial Reconciliation approved as written.

II. New Business

A. Policies

The new clinical policies: Field Equipment approval, EMT or EMT-IV Recertification Requirements, and Restraint Policy will be added to the website.

There is training for the new Restraint Policy being scheduled.

B. Protocols

There is a plan to have updated protocols out to the providers by January 2011. Dr. Bennett is working with Drs. Hoffman and Smith-Polling about a possible regional protocol with county specifics.

There will be an announcement at the next Base Station Meeting requesting any ALS or BLS provider interested in being on the Protocol Committee to contact their Medical Officer. The Medical Officer will contact Dr. Bennett with their ALS and BLS providers for the committee.

C. Committee Membership and goals

The Planning Committee is working on goals they would like to see all of the committees achieve. They have asked each of the committees to elect or re-elect Chairs.

The Testing and Standards committee will need to work on the County Paramedic Test and a new IV-Tech test. The changes in the WAC have made the IV-Tech certification as an endorsement to the EMT-B class. There will no longer be a State IV-Tech exam it will be done on the county levels.

D. Electronic Reporting Committee

Please contact Chief Teran hieran@bifd.org if you are interested in being on an ad hoc committee working with the hospital and car companies to make a seamless data base to better help patients.

III. Staff & Regional Review

A. Health District

H1N1- While there are still cases of H1N1 flu, there has been a decrease in hospitalizations and deaths nationally. There is still H1N1 vaccine available in Kitsap County. The Health District will have walk-in H1N1 vaccine clinics in February and is holding vaccination clinics for low-income residents at various venues. For more information on where to get vaccine, please call the Health District or check the website.

Regional bioterrorism exercise- DOH has asked Region 2 Public Health (i.e. Jefferson, Clallam, and Kitsap) to be the site for their regional bioterrorism exercise this year. This exercise will take place either this November or January 2011. Since Kitsap County will be busy with the County Earthquake Full-Scale exercise this September, it is likely that the majority of the bioterrorism exercise will take place in Clallam and Jefferson Counties. Agencies interested in participating can contact Jessica Guidry guidrj@health.co.kitsap.wa.us or attend our first meeting on Tuesday, February 2, 1300 at the Norm Dicks Government Center (4th Floor).

B. Staff

1. Quality Improvement Coordinator

There is a positive forward motion with the new QI Plan. The NW Regional QI meeting is the same day as the BLS QI meeting. Lori will work with the BLS group to see if there is possibly another day they could meet. After this issue is resolved she will email out a tentative schedule to the committees.

She will use archived charts for bench marking. She will also work with the hospital in their Stemii and Code Neuro programs.

Lori is working on the challenges of communication routes to the public and to Cencom.

She is starting to work with Cencom for statistics on the different calls run for the county.

2. Training Coordinator

Last EMT class finished in December all the students passed the State exam. The current class started January 11. This will be the first class required to take the National Registry to get certified.

Joe is looking to require the students in our county classes to take the Accuplacer test to insure students are at the correct reading level for the EMT book. There will need to be a test on State specifics done at the end of class (i.e. POLST form and Trauma triage).

The IV-Techs will now be an endorsement on the EMT certification. The county will be responsible to create a test for this endorsement.

The next Base Station Lab will be the Cardiac Lab at the February Base Station. There will be a 12-Lead course in March. Joe is considering an EPC course instead of PALS this year. He will be putting together a EMT seminar in April to sharpen the BLS skills. There will be an Assessment and Treatment of Trauma course.

Joe would like a list of OTEP Evaluators from all the agencies. He will be putting on an EMS Evaluators course.

He is reviewing an alternative to the King County OTEP for the paramedics. It is at www.emsjane.com.

3. MPD

Dr. Bennett will be focusing this year on Protocols, QI program with Lori, CBD, and BLS Education. He has been asked by Harrison to be on their Stroke Committee. He is meeting with Kim Doyle and Rena Beyke to get a better understanding of the Private Ambulance companies. He will continue to work with BIFD for full incorporation to Kitsap County.

C. Region

Anice announced Steve Engle was elected Chair of the NW Region EMS council at the November meeting.

Rene has received good feedback from the geriatric conference.

Peninsula Community College just had their first National Registry testing. They had nine students and three failed. The students received their scores within 24 hours.

Anice is sending out the applications for training funding form. They will need to be submitted by March. In April the NW Region will find out the funding situation from the State.

D. Committees

EMS Operation Committee- Steve, the past chair, introduced Mike Wernet as the new chair. In the past year the committee has reviewed, improved, and archived clinical policies. Worked with the QI Coordinator to create the Child Death/Injury Report and start its use in the county. The committee worked with Harrison to create a fax coversheet to send in patient charts. We created a protocol survey to send out to the providers to get feedback to make changes to the current protocols. Discussed cyanide poisoning, excited delirium, and suicide by poison gas. The committee will be working with the Training Officers on updating the MCI Plan. This group meets the third Wednesday of the month starting at 10:00.

BLS QI Committee- They will change the meeting date. The multi-agency meeting was originally set for February it will be delayed to a later date.

Barb will be putting together an annual report, please send her all the committee reports for inclusion.

III. Good of the Order

- A.** AEDs in Central Kitsap School district are being put in a locked store room. Joe Repar is working on getting confirmation on why this was requested.
- B.** Safe Kids in Kitsap is looking for a lead agency. Harrison has agreed to do car seat checks at the Harrison Silverdale site.

IV. Events

- A.** Lori and Steve will be attending the Resuscitation Academy.
- B.** Kids Day will be June 5, 2010

Adjourn 10:23 am

Next Council Meeting will be on Wednesday, February 24, 2010 at the Readiness Center.