

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

June 23, 2010
The Readiness Center
Bremerton, WA

Rhonda Roberts	KCEMS	Al Duke	BFD
Kim Doyle	Olympic	Hank Teran	BIFD
Terry Lerma	Navy	Joe Repar	CKFR
Roy Lusk	CKFR	Mike Wernet	SKFR
Barb Lovato	KCEMS	Mick McKinley	KCFCA
Lori Bisping	KCEMS	Karmela Little	St. Anthony
Mary Flick	Harrison	Anice Grant	NWREMS
Daniel Olson	PFD	Joe Schweiger	KCEMS

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

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

I. Old Business

A. Protocol Update

The two protocol groups are moving forward. The Regional meeting is moving smoothly and on the expected timeline to adopt the new protocols for a January 2011 start. The next Regional meeting is July 19.

B. HR Committee

The two employment contracts that have been on hold have been completed.

The committee is continuing to work on the Employment Policy. If anyone is interested in being a member of the HR Committee, please contact Kim Doyle.

C. Regional Council Alternate Representative

Mike Wernet has agreed to accept Stan Plyler's position as the Pre-Hospital Representative for Kitsap County.

Terry Lerma has agreed to be the alternate for the Pre-Hospital Representative for Kitsap County.

II. New Business

A. Business & Occupational (B&O) Tax

The State is requiring Kitsap County EMS to pay B&O tax. They have billed retroactive to 2006 and are requiring the office to pay interest and late payment penalties. The Council requested Barb into the steps for an appeal process. Mick offered the State Fire Commissioners work on this issue. The Council suggested Barb start on an appeal and if there is no response from the State to discuss with the commissioners at that point.

B. Olympic College MOU

The Executive Committee reviewed the requested changes in the Olympic College MOU for the EMT class offered in Winter quarter. After much discussion the Council requested Barb inform Olympic College we will not renew the MOU at this time..

C. Planning Committee

The Planning Committees recommendations were submitted to the Council for review. The committee suggests changes in the By-Laws. These suggestions come directly from the Planning Retreat in 2008. Chief Teran requested the Council review the suggestions and By-Laws for discussion at July's meeting.

III. Staff & Regional Review

A. Staff

1. Training Coordinator

There will be an intensive airway class on Thursday, June 24.

Joe S. is working to have intubation sites for the providers to use for their recertification requirements. He is working with Harrison Hospital, St. Anthony's, and the Coroner's office. He will work on getting a written agreement with each site.

Joe S. is also setting up the fall EMT class.

2. MPD

Dr. Bennett is working on protocols with the region and Lori on QI issues.

3. QI Coordinator

Lori is working with Dr. Bennett on some QI issues. She is also working with BFD for computer access to their run reports.

Lori requests if any agency would like her to ride along with one of their providers this summer to please contact her early to schedule.

She suggested new paramedics need to have a hands on training for RSI procedures.

B. Regional

The Regional office is working on year-end paperwork. During this process they are reviewing options to improve communication between all offices. One of these improvements is more precise language on the contracts.

The NW Regional office is putting together a annual training calendar that will be posted on their website.

Upcoming training from the regional office are: 48-hour Paramedic Refresher course and a 40-hour DOT instructor course (one requirement for SEI certification). They will have their annual conference on January 21-23. It will have a SEI renewal and instructor training course instructed by Mike Helbock.

The cardiac and stroke guidelines have been approved by the State and will be added to the protocols.

C. Committees

CBD- Chief Teran and Amy Warrior have collected the data and are compiling it into a report. They will send the report to the committee members for review and discuss it at the July meeting. The June CBD meeting was cancelled.

EMS Operations- Mike has started to put together a sub-committee on the MCI plan. He has requested representatives from all agencies for the sub-committee.

The EMS Operations Committee continues to work on new policies and updating older policies.

Budget Committee - This committee will be activated this month.

By-Laws Committee - This committee will be activated this month.

III. Good of the Order

- A. Chief Lusk announced Joe Schweiger was given the EMS Person of the Year award at Central Kitsap Fire and Rescue.
- B. There will be a Pre-hospital Stroke Conference in October at St. Anthony's Hospital.

IV. Events

- A. CKFR's Kids Day was held on June 5. There was an excellent turn out.

Adjourn 10:05 am

Next Council Meeting will be on Wednesday, July 28, 2010 at the Readiness Center.