

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

March 24, 2010  
The Readiness Center  
Bremerton, WA

Rhonda Roberts	KCEMS	Mick McKinley	KCFCA
Kim Doyle	Olympic	Roy Lusk	CKFR
Les Scholfield	Elec Of	Barb Lovato	KCEMS
Terry Lerma	Navy	Amy Warrior	Cencom
Martin Bennett	KCEMS	Barb Smithson	KCHD
Joe Repar	CKFR	Mary Flick	Harrison

Meeting called to order by Chair Kim Doyle at 9:01 am

Mick made a motion to approve February's minutes with change, motion seconded by Mary. Minutes are approved as changed.

## I. Old Business

### A. HR Committee Update

There are two contracts currently being reviewed. The Employment Policy is continuing to be updated with current Human Resource regulations.

### B. Planning Committee Update

The committee is reviewing the Annual Report, draft QI Plan, By-Laws, and the minutes for the 2008 Planning meeting. Their next meeting will be in April.

### C. Protocols

The Regional MPDs will meet on April 16. They will start work on updating the regional protocols.

## II. New Business

### A. 2009 Annual Report

The 2009 Annual Report was given to the members. There was a review of the income and expense spreadsheets. It was asked for a general ledger code break out to be brought back to the council. Rhonda will place the Annual Report on the website.

**B. QI Pilot**

There has been a pilot QI Program put in place. The Medical Officers have started pulling specific MIRs for review to get a baseline for the county. The State required all QI to stop going to peer review committees until they send out new parameters. This pilot plan is designed to gather statistical data which can be used to evaluate our system and identify training needs.

**C. Regional QI Conference**

The Regional QI conference will be April 30 at McCormick Woods. It will be from 1300-2000 hrs. Mary Flick will be putting together case presentations for Kitsap County.

**D. Operation May Day**

There will be a full-scale training at the Naval Hospital. The scenario will be a bus crash that knocks out the power transformer and knocks Harrison offline. This exercise will be held May 21 1230-1530 hrs.

If there are any agencies that would like to help out on the exercise please contact Terry Lerma at [terrence.lerma@med.navy.mil](mailto:terrence.lerma@med.navy.mil). He is looking for ambulances they can use for a maximum of two hours. Please respond with your availability by the April meeting.

**III. Staff & Regional Review**

**A. Health District**

There will be a Lifejacket loan board dedication on April 3 1030-1200 hrs at Wildcat Lake.

The State Department of Health has sent out a new informational booklet about senior falls. It discusses hints on helping seniors stay strong and managing their medications. If interested in getting a copy contact Barb Smithson at [smithb@health.co.kitsap.wa.us](mailto:smithb@health.co.kitsap.wa.us).

**B. Staff**

**1. Quality Improvement Coordinator**

Lori is continuing to work on the QI Plan and meeting with ALS and BLS QI committees. Lori and Barb met with Cencom. Cencom will set up access for Lori to be able to pull dispatch reports from her computer. This will enable her to gather the call data in a more timely manner without disrupting Cencom's work flow.

## **2. Training Coordinator**

There is an ACLS class on April 30. There will be an EPC course in June. This course will satisfy the PALS requirement for the paramedics.

Eight EMT students from the last class have passed the National Registry test.

## **3. MPD**

Dr. Bennett is working on the protocol revision.

## **4. Program Manager**

Barb has been working on the 2009 Annual Report and CBD items.

## **C. Regional**

QI conference is coming up. The funding committee will be meeting soon. Joe Repar, Kim Doyle, and Barb will be representing Kitsap County at the meeting.

## **D. Committees**

CBD-The chair for this committee are Chair-Amy Warrior and Vice Chair-Chief Hank Teran. The committee is currently working on a report to give to the Fire Chiefs that will discuss the History, Intent and Recommendations for CBD. The next meeting will set up milestones and the final date of the report.

## **III. Good of the Order**

- A.** There was no interest for the Electronic Reporting Committee so this issue is closed.

## **IV. Events**

- A.** CKFR's Kids Day will be held on June 5, 2010.
- B.** May 8 will be CKFR's Pancake Breakfast
- C.** EMS week is the third week in May.
- D.** There is a 9/11 Memorial being put together. The steel from the World Trade Center will arrive in Kitsap County on Sunday, August 22. There will be a 3 on 3 basketball tournament to raise funds.
- E.** May 24 1130-1500 will be Chief Burdette's Retirement Party. Chief Lusk will be the interim Chief for CKFR.
- F.** DEM will have a one day class on Incident Command IS-402.
- G.** The Kitsap Rumble will be an earthquake drill in September.

Adjourn 10:01 am

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