

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

October 28, 2009
The Readiness Center
Bremerton, WA

Rhonda Roberts	KCEMS	Jessica Guidry	KCHD
Kim Doyle	Olympic	Louann Bean	Harrison
Hank Teran	BIFD	Barb Lovato	KCEMS
Les Scholfield	Elec Of	Joe Schweiger	KCEMS
Mike Wernet	SKFR	Stan Plyler	BFD
Steve Engle	NKFR	Terry Lerma	Navy

Meeting called to order by Chair Kim Doyle at 9:06 am

Steve made a motion to approve September minutes as written, motion seconded by Chief Teran. Minutes are approved as written.

I. Old Business

A. Audit Update

Parker, Moores and Cena has completed the audit. After reviewing the office has implemented their suggestions.

B. HR Committee Update

The Employee Policy is continuing to be updated. The retirement policy is being added to the document.

C. Policies

There were no policies to vote on at this meeting.

D. Elections

Chief Hank Teran by unanimous vote elected Vice Chair.

Louann Bean by unanimous vote elected At-Large Position #2.

II. New Business

A. Policies

Financial Reconciliation Policy and EMS Course Budget Approval Policy are submitted for the start of the 60 day review process. They will be voted on at the January 2010 Council Meeting.

B. Retirement Plan

Executive Committee met with the Edward Jones representative to review the retirement plan options. The current plan is a Sep IRA. The decision of the committee was to use the Simple IRA.

Louann commended Barb for bringing this issue to the Executive Committee.

C. December EMS Council Meeting

Terry made the motion to cancel the December EMS Council meeting, motion seconded by Stan. Motion approved.

III. Staff & Regional Review

A. Health District

Jessica will send Rhonda the Halloween Safety flyer from the Health District to forward to the agencies.

Kitsap County has received vaccine for about 5% of the County's population. The Health District decided to use medical providers to help distribute H1N1 vaccine because of feedback we got from the medical community. In August and September, the Health Officer had several meetings with physicians from various specialties. During those meetings, he asked what method of distribution they preferred and most stated that they preferred to have their patients immunized at their medical offices. There was a question on if there would be a public clinic. Jessica will take back to her group for consideration. There is a flu line individuals can be directed to it is 360-337-5240.

Jessica asked for suggestions on better ways to get the information out to the public. Please email her at guidrj@health.co.kitsap.wa.us.

B. Staff

1. Quality Improvement Coordinator

Lori is working on the Quality Improvement program. She will have a draft out at the November EMS Operations meeting.

2. Training Coordinator

Joe is going to review and make changes accordingly to the BSM Labs for next year. The changes in AHA Cardiac standards will be coming out in 2010. The labs will focus more on the mega codes.

Joe is looking into some airway management courses that are out in the State. One course he has heard about has very positive feedback.

The PALS and IV-Tech classes have finished. EMT-B classes will be ending soon. He thanked Harrison Medical Center for their cooperation in having the students do their ER rotation.

The ACLS-EP class will be November 6.

C. Region

It was a discussion at the Regional Meeting that the State is no longer doing the Trauma band system.

Next meeting will be November 12. This meeting will be for elections.

D. Committees

The Planning Committee will be meeting on 11/9 at 1300. It will be held at Bremerton Fire Department Station 1.

At the last EMS Operations Meeting they set goals for the committee and had Mike Wernet nominated as Chair and Joe Repar nominated as Vice Chair. Voting will be at the November meeting.

III. Good of the Order

- A.** There will be a meeting to present the draft plan for the Region X Catastrophic Event Response Plan in January.
- B.** BIFD received letter and are moving forward to better align to the Kitsap County Protocols.
- C.** Steve discussed some statistics about EpiPen usage in Kitsap, Mason & Jefferson Counties.

Adjourn 09:54 am

Next Council Meeting will be on Wednesday, January 27, 2010 at the Readiness Center.