



# KITSAP COUNTY EMS & TRAUMA CARE COUNCIL

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*Driving excellence in pre-hospital emergency medical care throughout Kitsap County and Washington State.*

**April 14, 2020**

## **1. ADMINISTRATIVE ITEMS**

### **A. Call to Order by Chairman using Microsoft Teams electronic system**

Chairman began meeting at 9:00am as a quorum was present

### **B. Additions or Deletions to the Agenda**

None

### **C. Announcements**

None

## **2. CONSENT ITEMS**

### **A. Minutes of BOC Meeting: March 10, 2020**

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*MOTION by Amy Evers to approve the consent items, as presented. **SECONDED** by Pat McGanney. Motion **PASSED** unanimously by all members present.*

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### **B. Financial Update-Dan Smith**

Chief Smith reported that he will be making a checking to savings transfer today and take the checking balance to around \$30,000.

### **C. MPD Update-Dr. Hoffman**

Dr. Hoffman reported while working remotely, Joe Schweiger and Danielle have been getting him any documents that need signed off on to him. Medical Officers are staying in touch. New hires are being dealt with, lots of communication between the Medical Officers, Physician Delegates, and the Dr. have been taking place. Protocols are progressing fine, many individual questions, a few errors have been noted and will be corrected through the Region. A few pages will have to be re-printed and inserted into the hard copy version. Medical Officer meeting will be taking place today, will be discussing the protocol test, development, and on track for June testing.

Chief Oliver mentioned that he had a conversation with Katie Holstein, some EMT's and Paramedics are having a challenge with reciprocity and the State is waiving it.

### **D. Monthly Staff Report**

Danielle reported that all taxes and bills are up to date. She reported that Joe Schweiger has taken the EMS class lecture to all online learning, recording lectures and using zoom meetings three times a week. Joe has been working with the State on obtaining certificates for some of the local "new hires". He's making regular contact with State DOH to ensure the course is remaining in guidelines with the distributive education. OTEP training for 3<sup>rd</sup> quarter is up and is working on a resuscitation module for this quarter. Danielle is working from home, had the office phone transferred to her personal cell phone so no calls go un answered. Bills and quarterly taxes are paid, and she's

continuing to work on a file project.

### **3. OLD BUSINESS**

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#### **A. Novel Coronavirus-**

- a. **Parent Account notification and update-** Chief Oliver spoke about he and Chief Gillard have been trying to get the Health Department to notify our EMS providers if they've been exposed to or transported a positive Covid patient. All agencies signed a BAA agreement. Oly Ambulance came into the Parent Account. We identified two leads; Chief Rahl from Poulsbo and Paramedic Bresnan from CKFR are the two main leads to the Parent Account. Chief Oliver was informed that there is an Act called the Ryan White Act. This act came about in 2009 over the AIDS epidemic. It was a directive the EMS and Health Care providers have the right to know if they've been exposed to an AIDS patient. They have since added COVID-19 to the Ryan White Act. Chief Oliver sent a copy of this act to the Health Department.

Chief Gillard mentioned that Chief Rahl runs a daily report at 1400 hours. Chief Teran asked Chief Gillard if Chief Rahl and Paramedic Bresnan would be able to put together one page summary of how Things are going and get it back to the Chiefs.

- b. **Dr. Hoffman/Dr. Turner communication-** Dr. Hoffman reported that he's been in contact with Dr. Turner over the past weeks, stating that every Friday the two discuss issues and talk about the incident action plan from the Op's Chiefs. Dr. Hoffman reported that providers that may have had an expired credential, or recently retired within 2 years, the State is waiving the National Registry test. Any person with a red flag, or has had a disciplinary action against them, won't be eligible to come back into the workforce. Offering OTEP training, June Base Station, and quarterly training has been suspended State wide. Encouraging everyone in their down time to continue some form of training. Renewal periods have been extended, as well as expiration dates for those who have a cert expiring and needs renewed.

Chief Oliver mentioned that Katie Holstein reached out to him about asking for support from the Fire Chiefs on remote testing for National Registry Certification. Washington State doesn't allow that, in speaking with all of the Chiefs at a meeting yesterday, Chief Oliver reached out to Dr. Hoffman and his colleges to support that if the Health dept need support for remote testing to Washington State.

- c. Conference call between Chief Gillard, Chief Oliver, Dr. Hoffman, and Kitsap County Public Health discussing the Parent Account. To streamline communication between the parties, the group has agreed that Dr. Hoffman and Dr. Turner from Kitsap Public Health would have every Friday conversation. The Op's Chiefs have already established an Incident Action Plan and they're now updating that plan every week which Dr. Hoffman can review that plan. The two can review the plan and either concur or change things at that time. Dr. Hoffman talked about how Kitsap County Health can't provide the Occupational Health Advisory that the Kitsap Chiefs were hoping for. Dr. Hoffman has stepped in to help get information to the Chiefs with information from Dr. Hoffman.

### **4. DISCUSSION/ ACTION ITEMS**

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#### **A. Fire Chief Re-Organize Board and MO reporting**

Tabled.

#### **B. Executive Administrator: Temporary alternative schedule-**

Chief Oliver mentioned to the Board that Danielle's husband has been transferred to Hoquiam, Wa. Danielle has talked to Chief Oliver about her being unable to report to work Mon-Thursday, four Hours a week. Chief Oliver reported to the Board, that she may work from home until the Board can Decide what to do with her position. Danielle has offered to stay, and travel on Tuesdays to work in the Office with Dr. Hoffman and the remainder to the time from home. Chief Oliver asked for a motion to

Approve.

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***MOTION** by Chief Gillard to approve that Danielle continue to work from home and travel every Tuesday to the office until the Board has decided what to do with her position. **SECONDED** by Pat McGanney. Motion **PASSED** unanimously by all members present.*

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**C. Letter from Operation Chiefs**

The Operation Chiefs sent a EMS related letter to the Fire Chiefs asking for a response to the letter. The Fire Chiefs got together discussed the letter and decided that Chief Oliver would write a response, have it reviewed by Dr. Hoffman, and have it in front of the Board for approval. Much of the letter was over the work that Chief Gillard and Chief Oliver were doing over the Positive COVID Response notification.

**D. Care Facility Transport Corona Virus Conflict**

Discussion took place on a care facility asking on a couple different occasions to transport patients to Harrison. Chief Teran reported that there's a communication breakdown. An incident happened in the field, EMT providers called Harrison to report they were bringing a patient in, and Harrison didn't have room for said patient. Amy Evers communicated that if this happens again, she would like a phone call so she can understand where the breakdown in communication is occurring.

**ATTENDANCE:**

Chief John Oliver-Chair  
Amy Evers- Harrison Hospital  
Chief Hank Teran-BIFD  
Joey Rodrigues- Olympic Ambulance  
Chief Jim Gillard- PFD  
Dr. Hoffman- MPD  
Chief Gillard-PFD  
Danielle Mackelwich-KCEMS  
Chief Steven Wright- SKFR  
Julie Hoffman- Airlift Northwest  
Chief Dan Smith-NKFR  
Chief Patrick McGanney-BFD

*Next meeting will be held on Tuesday, 12, 2020 at 9:00am*

**ADJOURNED AT 11:05am.**

