



KITSAP COUNTY EMS & TRAUMA CARE COUNCIL

EST. 1977

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

January 14, 2020

1. ADMINISTRATIVE ITEMS

A. Call to Order

Chairman began meeting at 9:05am.

B. Additions or Deletions to the Agenda

Chief Gillard asked to move item number C in old business to the top

C. Announcements

Chris Lemay, Outreach Coordinator for Airlift Northwest announced that Kris Martin was retiring at the end of February and they're actively searching for her replacement. Kim Droppert from Olympic Ambulance announced she will be leaving Olympic Ambulance at the end of January.

2. CONSENT ITEMS

A. Minutes of BOC Meeting: December 10, 2019

MOTION by Chief McGanney to approve the consent items, as presented.

*SECONDED by Chief Gillard. Motion **PASSED** unanimously by all members present.*

B. Financial Update-Dan Smith

Chief Smith reports all bills are paid and accounts are up to date. Chief Smith reported that the 2020 budget is done and would like the Board to look over and accept the budget. Danielle reported that the yearly invoices for Council dues will go out by the end of January.

MOTION by Chief McGanney to approve the consent items, as presented.

*SECONDED by Chief Gillard. Motion **PASSED** unanimously by all members present.*

C. MPD Update-Dr. Hoffman

Dr. Hoffman reported on the protocols. The protocols are at the Dept. of Health. The

draft had some issues and have been edited and fixed. He's still hoping for the end of the month publish date. Dr. Hoffman discussed the policies the Medical Officers will be editing this month, one being the Controlled Substance Policy. He went to the Region meeting where Airlift and Life Flight discussed their new app for stand-by and air medical services. This discussion was forwarded to Steve Lemay from Airlift. Steve discussed how you can call for service right from your cell phone. Steve also was willing to demonstrate this service at a later date. He's hoping this app will elevate crews calling dispatch and visa versa. All landing zones are pre-loaded as well. Chief Oliver recommending Steve taking this information to the Op's Chiefs on how to implement this out in the field. Kim Droppert reported that she holds the position of Vice Chair on the Region Council and the position will be vacant. Kim mentioned that this would be a great opportunity to have a voice on the council from Kitsap County.

D. Monthly Staff Report

Danielle reported all bills and invoices are paid. The whole County is now through the Supraglottic Airway course as well as the Travis Alert Training. 26 students graduated from last semesters EMT Class with a 97% pass rate on the National Board. Training dates for 2020 are posted on webpage as well as past approved Board minutes.

3. OLD BUSINESS

A. Health Force Contract

Chief Oliver reported that he had CKFR's legal team review the Health Force contract. Chief Oliver recommends that the Board agree and sign the contract as presented. With the Board members approving this action, Chief Oliver will ask Darin to send all participating agencies their own contract to be signed, scanned to Danielle, and she will work with Darin to complete all other details.

*MOTION by Chief Gillard to approve the Health Force contract, as presented. **SECONDED** by Chief Teran. Motion **PASSED** unanimously by all members present.*

B. KCEMS Contract Renewal-Dr. Hoffman-MPD

*MOTION by Chief Wright to approve Dr. Hoffman's contract, as presented. **SECONDED** by Chief McGanney. Motion **PASSED** unanimously by all members present.*

C. KCEMS New EMS Equipment Edict

Chief Oliver reported that some agencies took directive from Dr. Hoffman and purchased the equipment and some chose not to. Chief Oliver stated that the equipment can't be mandated because its outside of the WAC. Chief asked Dr. Hoffman's overview of where we're at on this directive and his conversation with Ms. Holstein and how we should precede on this topic.

4. DISCUSSION/ ACTION ITEMS

A. KCEMS Position Descriptions and Re-Structure

Chief Oliver discussed that Joe Schweiger is officially retiring from CKFR and has asked the Council to consider the Training Coordinator position going full-time. Chief Oliver also discussed changes to the Office Admin position hours as well. Looking into a possible restructure of the entire Council is needed. Possible 2021 implementation. Kim Droppert stated that in the past, a one-day retreat was put into place to discuss position and responsibilities. A possible March date for a retreat.

B. Policy Review

a. KCEMS and Trauma Care Guidelines for responding to High Risk Infectious Diseases- Approved

*MOTION by Kim Droppert to approve policy, as presented. **SECONDED** by Amy Evers. Motion **PASSED** unanimously by all members present.*

b. Return to Field Care After Extended Leave-This policy was tabled until more information on Military Leave is addressed.

c. Reversion from Paramedic to EMT- Approved

*MOTION by Chief Wright to approve policy with amendments, as presented. **SECONDED** by Chief McGanney. Motion **PASSED** unanimously by all members present.*

ATTENDANCE:

Chief John Oliver-Chair
Amy Evers- Harrison Hospital
Chief Dan Smith- NKFR
Chief Steven Wright- SKFR
Interim Chief Pat McGanney- BFD
Steve Lemay- Airlift Northwest
Danielle Mackelwich-KCEMS
Chief Hank Teran-BIFD
Kim Droppert- Olympic Ambulance
Chief Jim Gillard- PFD
Dr. Hoffman- MPD
Chief Gillard-PFD

Next meeting will be held on Tuesday, February 11, 2020 at 9:00am

ADJOURNED AT 10:22am.

