



KITSAP COUNTY EMS & TRAUMA CARE COUNCIL

EST. 1977

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

Minutes
Kitsap County EMS and TCC
Board of Directors Meeting
September 8, 2020 9:00am-10:30am
Microsoft Teams Electronic Video

1. ADMINISTRATIVE ITEMS

A. Call to Order

Chairman verified a quorum was present on the video call-Start time 9:00am

B. Additions or Deletions to the Agenda

1. KCSO-EMS Council-Chief Gillard reported that the Kitsap County Sheriff's office would like to be part of the KCEMS Council. The KCSO has a Designated Crisis Individual and a Crisis Intervention Officer. Highly focused on Mental Health Issues. The Sheriff was supported of the FD Cares Program. Chief Oliver asked Danielle to send KCSO a invite letter along with the Bylaws, and a list of the remaining BOD meetings for the year.

C. Announcements-

None

2. CONSENT ITEMS

A. Minutes of BOD Meeting: August 11, 2020

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

B. Financial Update-Dan Smith was absent. Danielle reported the balances and mentioned all bill were paid and up to date.

Checking \$ 44,124.32

Savings \$ 155,820.82

C. MPD Report-

Dr. Hoffman reported that Target Solutions is looking great. Some training is lacking in a few departments. A few individuals are short on their training. He will be speaking with their MO's today at the Medical Officers meeting. He and the delegates will be meeting next week to discuss a two-year curriculum plan. Looking at not increasing Base Stations, but putting more emphasis on the Physician Delegates, having those meetings recorded and posted on Target Solutions for others to view. Dr. Hoffman discussed the Supraglottic airway documentation and how Tamarah got the right information to the Department of Health. It's a slow process adding the information to Target. Protocol tests have been progressing. Of the 363 EMTs, 301 have completed the exam with a 92% average. 59 still outstanding in the County. Of the 115 Paramedics, 103 have completed the exam with an 89% average. 12 are outstanding in the County. Discussion took place amongst the group on a deadline for those individual to take and pass the test. Chief Oliver asked Tamarah to send him a list of the individual per department that still need to take the protocol test.

D. Monthly Staff Report

Danielle reported that the KCEMS Monthly staff reports were sent out on Monday for review.

3. OLD BUSINESS

A. Positive Covid 19 Data Transfer

Chief Gillard reported that all the agencies determined they don't need a business associate agreement to transfer the address information. He reported that Keith from the Health Department and Richard from Kitsap 911 are working together to set up the data transfer and have the address only sent from the Health department to Kitsap 911. Chief Gillard spoke to Keith on Friday and Keith has a vested interest in getting this done. Chief Gillard has been getting calls from Keith on outbreaks in living centers and employment centers. This information can then now be sent to Fire Departments and all crews can be aware of an outbreak.

Chief Teran spoke about getting any information from the Health District. He spoke about the Ryan White Act, which gives agencies information has been amended to give Fire Departments COVID related information. BIFD is doing a request for the Health Department and St. Michael's to provide them with information on patients that have been transported with COVID like systems. This information will be given in writing. Chief Teran spoke about how communication is the key when working with the community especially when a pandemic is occurring. Discussion continued on the St. Michaels COVID outbreak and how crews and departments found out.

B. FD Cares program update-

Chief Gillard reported that the grant is in for the County wide FD Cares program. Kim Hendrickson with the City of Poulsbo is looking into the grant to see if it meets the requirements of the Kitsap County and the guidelines, they put on it. They won't fund a community paramedic, but will fund a Crisis Intervention Officer that also is a Paramedic. Discussion took place on a meeting that will be happening next week for a Q and I session on the program grant.

Chief Gillard reported that the Kitsap County Sheriff's office has a Designated Crisis Responder and a Crisis Intervention Officer. These are two fully funded positions highly focused on mental health issues. The Sheriff was supported of the FD Cares Program.

C. Onboarding new EMS Personal

Tamarah discussed that in last's months meeting that all onboarding would come though one central office. The Medical Officers requested a new credential within Target to have it onboarding credential. When all the information goes to Dr. Hoffman such as their infield evaluations and ALS skills, the evaluators could load it in Target as an assignment and Dr. Hoffman would be able to review all documents within Target and have be tracked as well. A new onboarding form has been created; Danielle has uploaded it to the webpage. Chief Oliver asked about creating a policy on onboarding. He asked Tamarah to work on a policy before the council, have a policy, and get it approved by the council.

D. ACLS/PALS update

Dr. Hoffman reported that he and Tamarah have identified needs of individuals that need this credential by the end of the year. Put a list together. Trying to put a class together, making the class small. Doing the didactic portion on line, in person skills would be in smaller groups. Looking at getting instructors within the county. Discussion took place on brand and how to move forward.

E. CBD Class

Tamarah reported that she's continuing to put on a CBD Class. The contract

between the Kitsap County Council and King County 911 that is out of date. Tamarah has been getting help from Danielle and Dan Smith on how to move forward with renewing the contract. Dr. Hoffman spoke about the contract obligations and its in the EMS best interest to be sent on the right call with the right assets. Discussion continuities on the topic.

4. DISCUSSION / ACTION ITEMS

- A.** HIPAA compliance in regard to our online EMS training presentations using Zoom— Chief Gillard discussed the option of the EMS Office purchasing the HIPPA compliance meeting account. This is specifically for HIPPA Compliance and allows the entire county to use.

MOTION by Chief Terran to move forward with purchasing the Zoom HIPPA Compliant Platform for the entire counties use. **SECONDED** by Joey Rodrigues. Motion **PASSED** unanimously by all members present.

B. KCEMS Budget 2020

Chief Oliver discussed that taking the Training Coordinator full-time was already added to the 2021 budget. Since Chief Smith was absent, the Budget would be moved to next month.

C. Covid 19 Outbreak at St. Michaels

This was discussed in Old Business-3A. Discussion took place on patient transport.

D. EMT Class

Tamarah reported that she has an SCI meeting last Thursday with Doug Bekenyi and Joe Schweiger. She has been spending a lot of time narrowing down a budget for the EMT class. This has been difficult. The budget from last year and the year before, the numbers are off on instructor fees, and hours are excessive. Trying to take the class to a 4 to 1 ratio instead of a 6 to 1. Tamarah will be scheduling a meeting with Danielle and Dan Smith to discuss the 2020 EMS budget. Discussion continued on the increase of the class and supplies needed, and created pods within each department. Chief Oliver asked Tamarah to create a policy on Education Sustainability Fee Policy and a Training Program Course Billing Policy.

E. Webpage Update

Tamarah reported that her and Danielle meet with Chris and Jenn from Interloc to discuss the webpage and switching over to a WordPress format. The bid came in exceptionally high. Tamarah suggested that the EMS office purchase an \$80 WordPress program and build a website ourselves. Chief Oliver gave the go ahead to purchase the program and start building the new site.

- F.** Supraglottic Airway Heads – Tamarah discussed that a class is needed by the end of the year. Districts need to get up to date, but there are no supraglottic airway heads in the supply room. 350 people need to do their practical's. Chief Oliver asked the question if each department has their own. Dr. Hoffman stated he would be asking the Medical Officers in the next hour if they have their own.

- G.** Non-Consensual Blood Draws – Chief Oliver reported on a situation of a non-consensual blood draw. Dr. Hoffman reported that these draws should go to the ER instead of a Paramedic.

Chief Oliver stated he would like Dr. Hoffman to discuss this at the Medical Officers meeting today. Chief McGanney stated a possible change to the non-consensual blood draw policy.

Attendees:

John Oliver-CKFR-Chair

Dr. Joe Hoffman-MPD

Pat McGanney-BFD

Joey Rodrigues-Olympic Ambulance

Tamarah Hoffman-Training Coordinator

Jim Gillard-PFD

Rich Utarnachitt-Airlift NW

Lora York-LifeFlight

Danielle Mackelwich-KCEMS Admin

Hank Terran-BIFD

ADJOURN 10:42 am

Next meeting will be held on October 13, 2020