



Minutes
Kitsap County EMS and TCC
Board of Directors Meeting
May 11, 2021 9:00 AM – 10:00 AM
Microsoft Teams Virtual

1. ADMINISTRATIVE ITEMS

A. Call to Order at 9:00 am

Chair, John Oliver verified a quorum was present on the video call.

B. Additions or Deletions to the Agenda

None

C. Announcements

John Vigio, the new Director of the Emergency Department at St. Michaels introduced himself and will be regularly attending the KCEMS Board of Directors meetings.

2. CONSENT ITEMS

Minutes of BOD Meeting: April 13, 2020

*MOTION by Chief Faucett to approve the consent items, as presented. **SECONDED** by Chief Joey Rodrigues. Motion **PASSED** unanimously by all members present.*

A. Financial Update-

Treasurer, Dan Smith reported the balances in the checking and savings accounts.

Checking \$ 30,000

Savings \$ 265,000

B. MPD Report

Dr. Hoffman reported that the Supraglottic Airway course has ended. Endorsements should be coming from the State shortly with all EMTs being endorsed. Looking at the National registry, 21 of the 22 EMT students have made an account, 16 have taken and passed the exam with a successful pass rate of 88%.

In April he attended a virtual State MPD meeting. The discussion was on QI programs and the Umbrella of coverage the State of Washington gives to QI programs for EMS Systems. Dr. Hoffman reported that currently in his QI group, the topic falls. Discussion continued how the group is looking at falls, life assists, and refining ground-level falls by incorporating life assist. Discussion continued on falls, programs, and how this could work with the CARES program.

ESO was discussed, Dr. Hoffman reported it has now been brought to Mason County.

Dr. Hoffman reported he will be absent from next month's meeting as he will be at TCC for finals.



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C. Monthly Staff Report

Danielle reported both her and Tamarah's monthly summaries were included in the which were sent with the Board materials.

3. OLD BUSINESS

A. KPHD Vaccination ILA and Services rendered by EMT's

Chief Oliver reported that it's going fine. Chief McGanney and Chief Smith have been working on this and will report next month.

B. MCI Plan

Chief Oliver reported he spoke with Jared Moravec and the Chair of the Ops Chiefs community yesterday. They will be taking the plan forward and making Harborview our official DMCC. The Ops Chiefs will be putting out a directive to make it official this week. Chief Oliver asked Dr. Hoffman if he would notify Clallam and Jefferson Counties of this change next week at the Region meeting.

C. CBD Committee

This will be discussed in 4B.

D. Region Chair Vacancies

Chief Oliver reported that Chief Teran submitted for a vacancy, and he will be doing the same this week.

Danielle reported that Jacob Gillanders from Poulsbo had also accepted a vacancy as well.

4. DISCUSSION / ACTION ITEMS

A. EMT/Paramedic Recertification Systems

Tamarah reported the new website is up. EMT class deadline is June 15th. Tamarah discussed the EMT/Paramedic Recertification, all the letters for BIFD, CKFR, and most of PFD are done, and she will start on BFD. This year, she is giving each EMT exactly what he/she needs to recertify this year. This will help with duplicating training, content, and assignments.



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B. CBD

Chief Payne reported that on March 17, reps from all fire agencies, 911, and Tamarah were present for the first CBD meeting. The top priority of the meeting was to get Kitsap 911 up to date with King County system. Kitsap County was four updates behind. The group received the newest version last month and Kitsap 911 is now going through those updates and looking into what changes will need to be made.

This will be a line-by-line comparison of changes.

Restoring the QA process. This is a two-component process. The in-house process that the fire districts will do on their own and was another IDC auditing that hasn't been done in the last twelve years.

Comparing how it's being dispatched to how it's ending in the end. Discussion continued with what is needed for the audit, looking at six months at a time. Getting the QA process back up and running is which is a big desire for this group.

C. St. Michaels Wait Times

Fire Chiefs met with John Vigio and Jenn Collins from St. Michaels to discuss the wait times at the hospital. Mr. Vigio discussed that the hospital brought on several nurses on board. All critical care beds are open. He reported that internal discussions have taken place with training, they're working with the charge nurses having a plan and always thinking 3 beds ahead. They're working with Emergency management, and starting to transfer a lot of patients out, both within the system and out externally when they can find beds.

Jenn reported that they're opening the observation unit on June 10th.

D. KCEMS Asset Tags for office inventory

Danielle reported that inventor tags were ordered and those would be placed on KCEMS property starting next week. The EMS office will be no longer leasing Station 56, therefore the tags will be placed on all EMS property as it's stored at the Station. Danielle reported she will have the office finalized by June 1st.

E. EMT Field Rotation

Tamarah reported that she would like a formal process to guarantee EMT students have field rotations. Each agency could have 3 to 4, one- 8-hour shifts every six months. This would meet a requirement of the EMT Class. St. Michaels would need to have a 1,- 8-hour class per student needing 25 slots every 6 months. She would like a contact from all agencies which would help the student if any issues or questions come up. Dr. Hoffman said it would be nice to have each agency have a task list for the student to help the students' rotation run smoothly.



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F. Donations to agencies

Tabled

5. GOOD TO THE ORDER

Attendees:

Chief John Oliver-CKFR
Chief Pat McGanney-BFD
Joey Rodrigues-Olympic Ambulance
Chief Jim Gillard-PFD
Chief Dan Smith-NKFR
Chief Jeff Faucett- SKFR
Danielle Mackelwich-KCEMS
Jenn Collins-St. Michaels
Andrew Clemens-LifeFlight
Dr. Hoffman-MPD
Tamarah Hoffman-KCEMS
Kyle Danielson-Airlift NW
Scott Davarn-Westound
John Payne
Richard Kirton-Kitsap 911
John Vigio-St. Michaels
Jeff Russell- PFD

ADJOURNED

Next meeting will be held on June 8, 2021.