



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
October 13, 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 9:04am

B. Additions or Deletions to the Agenda

1. Onboarding Policy-Will be discussed in review of policies in 4C.

C. Announcements-

Jason Royer stepped down as the Medical Officer for Olympic Ambulance. Jack Reynolds will take over until Olympic can find a Paramedic for the replacement.

2. CONSENT ITEMS

Minutes of BOD Meeting: September 8, 2020

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

A. Financial Update-Dan Smith reported the balances in both the checking and savings accounts as seen below.

Checking \$ 39,995.44

Savings \$ 155,822.14

B. MPD Report-

Dr. Hoffman reported he attended a virtual State MPD meeting. EMS training was one of the topics. Some agencies in the State have been asking for some leniency on renewal and quarterly requirements. Dr. Hoffman is stating that the Counties should try and do what they can within reason. Withing the EMS, the office staff, training coordinator, and Physician Delegates, have found some ways in which to get the training done. Examples: Virtual Base Stations, In person training in smaller venues, and having the ALS didactic portion done online. ACLS and PALS will be starting in July. The county has around 45 individuals needing a ACLS or PALS card. Looking at options for those individuals to get their card and training. Trying to get people to get current for their annual requirements.

Dr. Hoffman reported that the Region met in September. The grant should be \$11,500. These monies are usually used for Target seats. He mentioned that it was announced that some Programs may be reduced. Region budgets are being reduced in the next fiscal year.

He reported that he will be discussing at the Medical Officers meeting this morning, ALS Training. He's working with the Physician Delegates and Brown Bags and Base Stations. Dr. Hoffman said he will be moving away from the ALS content in Target. He will be doing the Base Stations and coordinating with the speakers and the other eight months, the Physician Delegates will line up a set of

curriculum , lecturing the Content that will then be loaded to Target. Brown bags will still be virtue but not recorded.

C. Monthly Staff Report

Danielle reported that the KCEMS Monthly staff reports were sent out with the Board materials last week.

3. OLD BUSINESS

A. Positive Covid 19 Data Transfer

Chief Teran spoke about how BIFD is the key point of contact for communicating EMS calls for COVID positive patients throughout the County. They're working with the Health District developing a strong communication platform. Because KCSO was in attendance, Chief Teran spoke about this topic since they have officers responding to positive homes as well as responders.

B. FD Cares program update-

Chief Gillard submitted the grant for the County wide FD Cares program for SKFR and PFD to host FD Care Units. This would consist of a community paramedic and a social worker. This would be used for mental health and drug overdose issues. Looking at options if the grant isn't approved.

C. Onboarding new EMS Personal

Tamarah discussed that in lasts 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.

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| <p><i>MOTION by Joey Rodrigues to approve the Onboarding Policy, as presented. SECONDED by Jeff Faucett. Motion PASSED unanimously by all members present.</i></p> |
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D. ACLS/PALS update

Dr. Hoffman mentioned that in the next month, he's hoping to have more individual updated.

E. EMT Class

Tamarah is recommending the Board a \$3450 worth of supplies. This will be used to top off trauma bags, meds, airway bags. The supply room has current kits that are 15-20 years old. The training bags are old, and many supplies are missing. She's requesting monies to update and stock the training room. A big cost is hard material that needs to be purchased. Splits, mega movers. We have a profit from the last two EMT classes. The class covers the disposables, but not for supplies. She would like to set up an account to purchase these supplies with a maximum amount to spend which isn't built into the class tuition.

Joey mentioned that Olympic Ambulance has many expired training supplies that KCEMS can use in training.

EMS class tuition was raised from \$1000 to \$1250. This is to cover the cost for COVID restrictions.

Chief Smith discussed that we have a bottom-line budget. The profits from one class go to other classed to keep the costs down. He's suggesting to the Board to look at the budget for next year and see where this can fit in.

Chief Oliver said he will table the issue right now. He asked Tamarah to meet with Joey and see what supplies he has to donated. Once done, the Board can take a vote on the EMS setting up an account to order necessary training supplies. Casey from

4. DISCUSSION / ACTION ITEMS

A. New KCEMS Policy Format-Tamarah is asking the Board to go back to the former logo which is the Kitsap County Logo. Each policy would have a chapter and number that corresponds to the website.

***MOTION** by Jim Gillard to approve the changing of the new policy format that has the county logo, chapter, and number, as presented. **SECONDED** by Jeff Faucett. Motion **PASSED** unanimously by all members present.*

B. Difficult Airway Class proposal-Tamarah discussed on how to deal with COVID and get Kitsap to get their own instructors instead of hiring outside instructors. With COVID, the didactic portion will be online, a module would be on Target and could be used for all ALS providers. If one person from each agency gets trained, each agency will then have a training instructor. In the budget we built out 1600.00 for the difficult airway course. Chief Oliver asked Tamarah to discuss with the MO's today and come with a proposal.

C. Review and Adoption of New Policies

- EMS Onboarding-was approved in 3C.
- Training Program Application Process
- Education Standards- No labor implications were noted.
- Sponsored Education Fee Structure and Minimum Requirements
- Training Program Auditing
- Training Program Course Billing

***MOTION** by Joey Rodrigues to approve the above policies, as presented. **SECONDED** by Jeff Faucett. Motion **PASSED** unanimously by all members present.*

Chief Smith made note that a few clerical errors were noted, and asked that those be edited.

D. KCEMS 2021 Dues Increase

Dan Smith did a due increase earlier in the year. The budget hasn't been produced yet for 2021. This would take the Training Coordinator to full-time. Joey Rodrigues spoke out that when Chief Smith proposed the dues increase, Olympic Ambulance was left out and wants to make sure they're included.

***MOTION** by Joey Rodrigues to approve the increase in KCEMS dues in 2021 to cover a full time Training Coordinator, as presented. **SECONDED** by Patt McGanney. Motion **PASSED** unanimously by all members present.*

E. Termination of Legal Blood Draws

Chief Oliver mentioned that he had his labor group question the validity of his paramedics doing a blood draw on someone who is violent and being restrained. After much discussion with the Medical Program Director, legal blood draws will be done if the person is a patient. Dr. Hoffman spoke about how a blood draw is within the scope of practice for a Paramedic. Pre hospital care is request by a physician's order to administer meds, given over the radio. A request by warrant doesn't satisfy any of those requirements. Dr. Hoffman mentioned that he will be discussing the new information on Legal Blood Draw to the Medical Officers today at the meeting and have the current policy updated.

John Gese from KCSO had questions for Dr. Hoffman on consent, and cooperative patients. Discussion continued on the policy and a time line of when the new policy

will be implemented.

F. KCSO Phlebotomist Program

Steve Duckworth spoke about how KCSO is exploring grants to have a phlebotomist program.

G. KCSO Membership Invoice

Chief Oliver spoke about the two ways for KCSO to be on the Board. A non-voting member or a voting member. Discussion ensued on the topic as well as the benefits of each. Chief Smith discussed that the topic be tabled until he has some time to discuss with the Chief on the structure of where KCSO would fit on the Council.

H. DEM Training Equipment Grant

Chief Oliver reported that Tamarah had given him a list of training equipment that is needed for the EMT class and it was close to \$42,000. Chief Oliver has been looking into getting some funding for it and wasn't successful. Chief Gillard reached out and talked about the EOC and the monies it has for training within the county. Looking into more information on how to receive funding for training that is COVID related. He asked Tamarah for an itemized list of the supply room and what is missing that is needed for the EMT class.

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

Casey Schein-LifeFlight

Danielle Mackelwich-KCEMS Admin

Hank Terran-BIFD

Jeff Faucett- SKFR

John Gese-SKSO

Russ Clithero-SKSO

Steve Duckworth-SKSO

Amy Evers-St. Michaels

David Nuelle- Olympic Ambulance

Jeffery Richey-Airlift NW

Megan Stavnitski- Airlift NW

Dan Smith-NKFR

ADJOURN 10:42 am

Next meeting will be held on November 10, 2020