



Minutes
Kitsap County EMS and TCC
Board of Directors Meeting
May 10, 2022 9:00 AM – 10:30 AM
Microsoft Teams Virtual

1. ADMINISTRATIVE ITEMS

A. Call to Order at 9:00 am

Chair, Jeff Faucett verified a quorum was present on the video call.

B. Additions or Deletions to the Agenda

1. Policy 3110 Training Program Billing 4-D

C. Announcements

None

2. CONSENT ITEMS

Minutes of BOD Meeting: April 12, 2022

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

A. Financial Update-

Chief Smith reported the balances in the checking and savings accounts.

Checking \$ 60,998.00

Savings \$ 251,775.05

B. MPD Report

Dr. Hoffman reported that he had a QI meeting last month, and he invited Jeff Wallis, Kitsap County Coroner. The group looked at and discussed the data on the opioid epidemic overdose and mortality rate data.

Dr. Hoffman also discussed the Paramedic skills lab that was in April. He mentioned it was a small group, however, everyone is up to date.

He discussed he did a meet and greet with the South Kitsap EMS academy and their recruit class. He did some qi case reviews and has been working on the handbook for the new vocational licensure application for the training program.

C. Monthly Staff Report

Danielle reported both time cards were submitted with the Board materials. Danielle reported that all bills and invoices are up-to-date. Danielle reported that the office has picked a student to work with from NCAD on the new office logo. Started the licensing process with Tamarah.

Tamarah reported she's been working on the NRT for all of the EMT graduates. She reported out of the 17 graduates, only 4 haven't taken the test. One student hasn't signed up to take the test and the 12



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students that have taken the test, passed on their first attempt. Tamarah also reported the Supraglottic Airway Course finished for the first quarter. She will be completing this course once she receives the rosters from all agencies. Tamarah also reported that she is now focusing on the Central Kitsap academy class, the iv course for South Kitsap, and the licensure program. She's been working with Dr. Hoffman on the handbook needed for the licensing program as well as new policies needed to match the new statutes we need to comply with.

Tamarah is now starting the process of recertification period. She's finished with Olympic Ambulance, continuing with Bainbridge Island, Central Kitsap, Poulsbo, and South Kitsap.

3. OLD BUSINESS

A. Sponsored vs Non-Sponsored EMT Students

Chief Faucett reported that the office has started the process and will be sharing information with the Board as soon as things need attention.

B. EMT Student Ride-a-long time

Chief Faucett reported that Dr. Hoffman is working on this and students need to have the ride-a-longs. Dr. Hoffman reported that by the WAC rule, the EMTs in class have to have at least 10 clinical hours. Dr. Hoffman reported in the past, this time has been split between ED and ride-a-long. Rotation at St. Michaels has been difficult to get the students in for a hands-on experience. He would like to start the clinical time to ride a long time in September. He stated this alone will be a 10-hour shift.

4. DISCUSSION / ACTION ITEMS

A. CBD committee/2022 King County CBD process-John Payne

Chief Payne reported how the CBD process is going and what the King County CBD process is looking like right now. He's asking for support and direction from the Board on how to proceed. He mentioned how Maria from Kitsap 911 has been working with King County directly, following their updates for the new 2022 CBD process. He mentioned to the group that this is the same CBD program we will be adopting. King County has completed their CBD update, however, they haven't started their justification document which is a document they take to their MPD for approval for the CBD system. Maria in talking with King County was given an estimate of October 2022 assuming no delays. He stated we could be looking at August 2023 for a Kitsap County start-up. Mr. Payne would like to propose that the CBD committee get signed off, make their own justification document and present it to Dr. Hoffman.

Maria from Kitsap 911 reported that King County will no longer be certifying its program outside of King County. She reported they've completed the draft only for 2022. No approval from their MPD.



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right now as discussed in Mr. Paynes' report. Two options, we can wait for King County to go through their approval process and certify or go through our CBD group, do the rationale for Kitsap and have Dr. Hoffman approve and get it certified now.

Chief Teran supports the recommendation of having our CBD committee review and get the document in front of Dr. Hoffman.

B. 2022 Bremerton Airport Construction-Claire Clarke

Claire Clarke reported that the Bremerton Airport expansion project has started and will continue through August. She reported that all areas of the airport will see some form of construction throughout the project and this will affect Airlift NW. She reported that taxi and ramp relocations will be affected. Right now you will continue to enter at the same place but will have to maneuver through some cones to the LZ. At the end of May, the helicopter will be moved to the South and this will be a bit easier for the medics.

C. 3020 ALS Training and Recertification

Chief Faucett reported that this policy was sent out last month, and a few edits were made. A motion was made.

***MOTION** by Chief McGanney to approve policy 3020, as presented. **SECONDED** by Chief Smith. Motion **PASSED** unanimously by all members present.*

D. 3110 Training Program Billing

Chief Faucett reported that this policy was created for the licensing program.

***MOTION** by Joey Rodrigues to approve policy 3020, as presented. **SECONDED** by Chief Smith. Motion **PASSED** unanimously by all members present.*

E. 2022 Annual Council Meeting date

Danielle reported that per the Bylaws, a yearly Council Meeting needs to be held. The Board chose June 14, 2022. Topics will be brought to the Board for that meeting discussion.

F. National Nurses Week – Gift

Chief Faucett reported that this is nurse's week. Chief Faucett would like to send flowers and a bouquet of balloons to the ED to show our appreciation for all they do.

5. GOOD TO THE ORDER

A. Chief Christian introduced himself, he will be replacing Chief Oliver when he retires in June and will be CKFR's new Chief

B. Gabbie Hadly introduces herself from the Health Department. She is the new Public Health Emergency Preparedness & Response manager.



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C. Jenn Collins reported St. Michaels went on divert last week for approximately 12 hrs.

Attendees:

Chief Jeff Faucett- SKFR
Chief Christian-CKFR
Joey Rodrigues-Olympic Ambulance
Chief Jim Gillard-PFD
Danielle Mackelwich-KCEMS
Tamarah Hoffman-KCEMS
Jenn Collins-St. Michaels
Dr. Hoffman-MPD
Chief Teran-BIFD
Chief Pat McGanney-BFD
Chief Smith-NKFR
Richard Kirton-Kitsap 911
Jeff Menge- KCSO
Claire Clarke-Airlift
Kyle Danielson-Airlift
Scott Davarn
Gabrielle Hadly
John Payne

ADJOURNED

1. Next meeting will be held on June 14, 2022