



Minutes  
Kitsap County EMS and TCC  
Board of Directors Meeting  
November 08, 2022 9:00 AM – 10:30 AM  
Microsoft Teams Virtual

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## 1. ADMINISTRATIVE ITEMS

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### 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

Additions include: OTEP evaluators, Kitsap Public Health District, Tactical Medical Program

### C. Announcements

None

## 2. CONSENT ITEMS

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Minutes of BOD Meeting: September 13, 2022

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

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### A. Financial Update-

Chief Dan Smiths reported the amounts in the checking and savings accounts.

Checking \$ 53, 904.00

Savings \$ 136,786.49

### B. MPD Report

Dr. Hoffman reported that he attended the northwest region council meeting, there were left over injury prevention money, they are hoping to assemble about 3000 leave behind kits to be distributed throughout the peninsula. Dr. Hoffman also met with CHI's contractor for their free-standing ED to discuss the EMS criteria. He also taught EMT pharmacology to a community class and gave the first lecture of the quarter to TCC and Pierce community college paramedic programs. Dr. Hoffman has become the lead instructor for the current community EMT class

### C. Monthly Staff Report

Tamarah reported the training plan for the county. This month all 71 recertifications have been finished, along with all third quarter active training. Currently there are 171 outstanding assignments 967 assignments for BLS OTEP program. Tamarah and Dr. Hoffman have been planning for the next two to three years OTEP program.



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### 3. OLD BUSINESS

#### A. CBD Committee Update

Tamarah has finished the first draft for all transfer of data. The document has been sent out for review. The CBD committee was put on hold until this document was completed.

#### B. SMMC ED Wait Times

Chief Faucett discussed a task force that is working through the Ed wait time, it is important that both parties understand what it will take to resolve the issue.

Chad Melton from St. Michaels Medical Center reported they have outlined a list of short-term items to ensure progress is being made. Immediately, they have raised the labor contract rates for the ED and have been able to fill the daytime shifts and there is approval for them to bring in crisis nurses until the night shift positions are filled. The call out rate for the hospital is 20%-30% on any given day, they plan to move forward to create a larger float pool, 15 positions will open immediately. Another short-term item would allow for the staff to have visibility and know where the ambulances are around the peninsula. They are also creating job descriptions for ED support positions to utilize EMT's, IV techs, or paramedics.

Chad Melton reported that long term goals may be a hybrid urgent care ED, and Urgent care expansion which would require capital, equipment, and people. There is a physician need analysis underway to determine primary care needs of the community. Also, there was discussion about the CARES program that has been developed in Poulsbo. There is a commitment from the division to invest in resources to roll the program out throughout the county

#### C. Budget

Chief Faucett will send the draft budget before the next meeting for everyone to review.

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### 4. DISCUSSION / ACTION ITEMS

#### A. EMT Course fees and Evaluator pay

The community EMT course fee is lower than comparable around the peninsula. The board of directors approved a pay increase for the evaluators and SCI's. There is opportunity to raise the course fee to off set the pay of the evaluator and SCI pay.

#### B. HealthForce

Health force manages the infectious disease, if there is an exposure there is a 1-800 number to call



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for guidance. The annual cost for the program is \$3750. In the last two years it has been utilized 11 times. There was discussion on if more training is needed throughout the county or if the program should be dropped.

**C. Board of Directors meeting**

The board of directors approved a CPI increase of 8.7% for staff members. There is also a need for an administrative assistant which would work for the EMS council 20 hours a week and work for the training consortium 20 hours a week. The position will be posted in the next few weeks.

**D. OTEP Evaluators**

Chief Faucett reported there are 94 evaluators in the county and the same 10 individuals are being utilized from the list.

**E. Public Health District**

Dr. Morrow reported that the health district sends communication every morning regarding the COVIC patients that have been transported. The counsel unanimously determined that communication is no longer needed.

**F. Tactical Medics**

Jeff Menge has tactical medics who are volunteer based. There has been discussion on making this more of a formal program. He would like have a meeting with the Chiefs to discuss the program and he invites all to watch the tactical emergency medical providers drill on December 2, 2022 from 10AM-8PM.

## 5. GOOD TO THE ORDER

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**Attendees:**

Chief Jeff Faucett- SKFR  
Chief Christian-CKFR  
Joey Rodrigues-Olympic Ambulance  
Chief Jim Gillard-PFD  
Danielle Schindler  
Tamarah Hoffman-KCEMS  
Chief Smith-NKFR



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Gabrielle Hadly-KCHD

Chad Melton-St. Michaels

Jeff Menge-SKSO

Dr. Hoffman-MPD

Richard Kirton-Kitsap 911

Dr. Morrow

Jared Moravec

Steve LeMay KCEMS

Pat McGanney- BFD

Steve LeMay Airlift Northwest

ADJOURNED 9:54 am

1. Next meeting will be held on December 13, 2022