



Minutes  
Kitsap County EMS and TCC  
Board of Directors Meeting  
April 11, 2023 9:00 AM – 10:30 AM  
Microsoft Teams Virtual

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## 1. Danielle Mackelwich ADMINISTRATIVE ITEMS

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### A. Call to Order at 9:00 am

Vice-Chair, Jared Moravec verified a quorum was present on the video call.

### B. Additions or Deletions to the Agenda

1. Add Good to the Order item #5 to the agenda
2. Add item E. TEMS ILA update

### C. Announcements

None

## 2. CONSENT ITEMS

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Minutes of BOD Meeting: March 14, 2023

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

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### A. Financial Update-

Chief Moravec reported the amounts in the checking and savings accounts. Danielle reported that she will be doing a transfer as the office likes to have \$30,000 in checking.

Checking \$ 79,920.45

Savings \$ 215,792.43

### B. MPD Report

Dr. Hoffman reported he attended the DOH Governors steering committee discussing regional plans. As the NW Chair, he helped the Executive director get her plan turned in. He also mentioned that he will be the reviewer for two other regions. Met with Kitsap Public Health to discuss the Fall Program in the new Region. Taught the Difficult Airway course in April. Spoke about the grant that is in its second cycle now on the sustainability of rural EMS.

Finals at SSCC, EMT final for hosted community class April 1. Dr. Hoffman meet with Chief Moravec and Chief Faucet on April 4<sup>th</sup> to discuss the Academy EMT class and attended the Strategic Planning meeting where the group is looking into the future of KCEMS. Paramedic skills on the 18<sup>th</sup>, and a 2-day offering Ventilation summit in May.

### C. Monthly Staff Report

Tamarah reported finishing quarterly training with 3 going to CME. Currently 12 EMTs and 1 Paramedic. Finished the EMT class finals, graduated 23 new EMT's, 2 from CKFR, 2 from BIFD, and 3 from the Navy. She reported that 17 seats are spoken for, for the next EMT class. Finished up Nationals with many providers. She discussed the Ventilation Summit in May for Paramedics, Zull will attend with their products. Airlift will also be there and training on real-life situations. The evaluator class finished up with Joe Schweiger. A pediatric Trauma module was



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sent out to providers, for the BLS Otep. She's working with Mike Kehl for the next academy class.

Danielle reported that her and Tamarah's timecards were added to the Board Materials. She reported that all bills are paid and one Council due invoice was still overdue and that she had reached out to billing.

### **3. OLD BUSINESS**

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#### **A. CBD Committee Update**

Dr. Hoffman said there was a small correspondence on the public use of Meloxicam from Richard Kirton at Kitsap 911.

#### **B. SMMC Task Force**

Chad Melton reported that level 3 most of the day yesterday and is already level 3 today. He spoke about the volume increases at the ED just this month. He spoke about how this month the ED is seeing over 200 patients a day.

He spoke about how the Taskforce implemented a project where a physician and a nurse in the triage area.

They see patients coming into the ER, they go to a screening area. He spoke about the progress this is making on the number of patients being sent back to the ED for their symptoms.

Chad said he's been working with Mayor Erickson and Chief Gillard on the Cares Program and how St. Michael can play a role in expanding the Cares Program throughout the County.

Chief Moravech asked the question "What is causing the high numbers of patients coming to the ED?".

Chad Meton said that this isn't a staffing issue, it's a capacity issue for most hospitals including St. Anthony. The whole system is being overwhelmed.

Chief Lagrandeur asked about going on divert, and how to notify and get the information out to the crews. Discussion continued.

#### **C. Cares Unit Protocol**

Dr. Hoffman reported he received policies and procedures from the Poulsbo program. He's waiting for the Central Kitsap to come through. Discussion of moving to a mobile integrated health model as needed. Dr. Hoffman has a copy of Eagle County in CO, to go off of. He went on to discuss the two navigation programs.

#### **D. EMT class mannequin request update**

Tamarah reported that a mannequin was chosen. Information on the mannequin was sent to Joe Schweigher to make sure the mannequin will be what the EMT class will need. Waiting on a reply from him.

### **4. TEMS ILA UPDATE**

Jeff Menge from KCSO on the proposed ILA, was asking the group how to move forward and what is the next step for the approval process. Chief Christian reported that there has been discussion at the Fire Chiefs' meetings on how to work on the ILA. Concerns on personnel and contact with firearms. He mentioned that most of the ILA is complete, but they need to work through some areas like the expectations of personnel and



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firearms lie to move forward.

#### 4. DISCUSSION / ACTION ITEMS

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##### **A. Policy 3110-training Program Course Billing draft**

Chief Moravec spoke on the policy that was put before the Board at last month's meeting.

***MOTION** by Chief Rick Lagrandeur to approve Policy 3110, as presented. **SECONDED** by Chief Mcganney. The motion was **PASSED** unanimously by all members present.*

##### **B. Policy 3090-Training Program Application Process draft**

Chief Moravec spoke on the policy that was put before the Board at last month's meeting.

***MOTION** by Chief Rick Lagrandeur to approve Policy 3090, as presented. **SECONDED** by Chief Christian. The motion was **PASSED** unanimously by all members present.*

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#### 5. GOOD TO THE ORDER

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Tamarah reported a lot of policies will need to be reviewed this year. All Admin, Clinical, and training policies will need to be looked at. Some policies such as the Admin policies haven't been reviewed since 2014.

A standard of reviewing every 3 years was spoken about. The Board decided to follow the Chairs advice to have Danielle reported that she had recommended to Chief Faucett that she could go through the Admin policies, Make any minor changes and get those policies in front of him for signing. This way, the Board wouldn't be bogged down with having to review policies that didn't require the Board's need for approval.

Chief Christan spoke on a region-wide transport rate and would like to discuss it at the Fire Chiefs' meeting.

Gabrielle reported on the public health update. Flu and RSV are generally low in Kitsap County. Covid 19 activity is steady, although the Covid team has responded to an unusually high volume of Covid from long-term care facilities. She reported on task force which fire is being represented very well. This task force is bringing folks together on how to respond to health, medical, and mortuary, emergencies in Kitsap County.

Gib Morrow reported on inter-agency collaboration. He reported on St. Michael needs assessment being finalized and they will be coming up with their implementation plans for that later this year. He spoke about the Kitsap County Healthcare systems assessment. Vendors have been picked, diving into focus groups and would like to hear from anyone on different programs happening in Kitsap County.



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**Attendees:**

Chief Jeff Faucett-SKFR  
Chief Jared Moravec-BIFD  
Chief Christian-CKFR  
Joey Rodrigues-Olympic Ambulance  
Chief Jim Gillard-PFD  
Tamarah Hoffman-KCEMS  
Dr. Hoffman-MPD  
Chief Pat McGanney- BFD  
Claire Clark-Airlift  
Rick Lagrandeur-NKFR  
Gib Morrow-KPH  
Gabrielle Hadly-KPH  
Chad Melton-St. Michael  
Guy Earle-KCFR  
Jeff Menge-KCSO

ADJOURNED 9.51 am

1. Next meeting will be held on May 9, 2023