# ADMINISTRATIVE ITEMS

**A. Call to Order at 9:02 am**

Vice Chair, Jared Moravec sat in for Chair Jeff Faucet and verified a quorum was present on the video call.

**B.** **Additions or Deletions to the Agenda**

**C**. **Announcements**

None

# CONSENT ITEMS

1. Minutes of BOD Meeting: December 8, 2023

***MOTION*** *by Chief Lagrandeur to approve last month's revised minutes, as presented.* ***SECONDED*** *by Chief Christian. A motion was* ***PASSED*** *unanimously by all members present.*

**B. Financial Update-**

Chair Jeff Faucett reported the amounts in the checking and savings accounts.

Checking $ 41,184.10

*Savings $ 60,805.00*

**C. MPD Report**

Dr. Hoffman was absent due to the weather

**D. Monthly Staff Report**

Tamarah was absent due to the weather

Danielle reported that only one invoice is outstanding. 4th quarter B&O and L&I taxes have been filed.

End-of-the-year tasks have been started and she has an appointment scheduled with the Accountant for the

1099s and W2s. She reported that all yearly council dues have been sent out. Finally, she will be invoicing

for the Cadaver lab as well as the Academy class this week.

1. **OLD BUSINESS**

None

1. **DISCUSSION / ACTION ITEMS**
2. **Propel Business Insurance**

Danielle reported that the Business Insurance is up for renewal for 2024 and has asked the Board for approval before the invoice is paid. This insurance covers property, crime, portable equipment, auto, general liability, management liability, and excess liability.

***MOTION*** *by Chief McGanney to approve the renewal of the Business Insurance through Propel, as presented.* ***SECONDED*** *by Chief Christian. A motion was* ***PASSED*** *unanimously by all members present.*

1. **Strategic Plan final approval**

Chief Moravec reported that in the December meeting, Chief Faucett introduced and spoke about the strategic plan. He also reported that the committee wasn’t quite ready for the document to be introduced to the Board at that time. The document has now gone through the final editing stage and is now ready for board approval. He explained how the strategic plan is broken down from Who we are, our mission, training, CARES, service and delivery, and the business structure over the next 3 years. Chief Moravec asked for a Motion or allow the Board to review. The Board decided to table this action until the group had time to review it before approval. Please send any edits to Chief Faucett or Chief Moravec.

1. **AGENCY UPDATES**
2. **SMMC**

Lori Danko reported that they ended the year with 67,162 ED visits, the hospital this month is seeing an uptick in patients and admissions and still seeing a surge time every day, with waiting rooms filling up. These surges are happening around 8 am and lasting until 6 pm. Critical patients will be prioritized. The group asked if they could do anything to help. She asked for the crews to have a little grace, as they’re doing everything they can to get patients off-boarded. She spoke about the standing ER and the possibility of getting the Taskforce group together to brainstorm on what to do in times of capacity and people needing beds that the hospital doesn’t have. The group was in favor of ringing the Task Force back so the group could work together on strategies to help each other out.

1. **Life Flight**

None

1. **Airlift**

Steve Lemay reported successful cardiac device transports out of St. Michael. He thanked Lori for working with their equipment and for being patient with them.

1. **Kitsap Health District**

Gib Morrow reported RSV illness is high, but lower in prior years. Most healthcare in the Puget Sound region are masking in clinical areas. The community health assessment was published last month and is now on the website. He will be sending it out to key partners in the next week or so and will explain a lot of what's happening with the strain in the healthcare system. He received the report from the Hopkins team who’s doing the Healthcare systems evaluations. February 6th, the Hopkins group will be presenting their findings.

1. **KCSO**

Jeff Menge reported on their staffing level. He reported that all positions are filled, however, they have 15 people in training which takes a year from the time of hire to actual service. Up to 70 % of the patrol staff has less than 3 years of experience. Postibe that all positions are filled. Lots of agencies are struggling to get all positions filled and KCSO has been fortunate for lateral hires and having strong relationships with their partners and hospitals.

1. **K911**

Richard Kirton reported on an Academy class starting in a couple of weeks.

1. **Olympic Ambulance**

Joey reported that with the holidays over, PTO and sick leave are dwindling and folks are slowly returning to work. He reported that they’ve been working with mission control every morning at Franscian mission control center, building an algorithm based on expected discharges in each facility every day, specific to St.Michael as well. From that, we will see as a result, how many transfers end up happening as a result of that. This will then be broken down into how many wheelchairs, BLS, and ALS transfers were done. As they collect the data, they hoped to do a 20-week data collection and look at patterns and be more proactive about shifting resources regionally and needs are met at St.Michael had high surge times. A few workshops are planned this quarter and will start the planning for the urgent care ED off campus. He mentioned they're having issues with radio traffic on the 911 side in Bremerton, and will be meeting with Bemerton Fire today to discuss.

1. **Fire Agencies**

CKFR, Chief Christian spoke on how his department is getting ready for severe weather/snow, which will impact their ability for ground and air transport.

Chief Jim Gillard spoke on the Cares program, they; 're looking to hire 2 more social workers, one additional in Poulsbo and one in South Kitsap to move forward with that program. The elected officials have adopted their inner local agreement. They are working with St. Michael to hire 2 nurse practitioners in the 2nd quarter.

Teledoc was discussed, and Chief Gillard mentioned how Teledoc is the future of mobile-integrated health. The CARES program is focused on the follow-up after the first 911 call after the transport, the CARES team interjects but how we intervene on a person who doesn’t need to be transported was discussed. The social workers aren’t 24 hours a day. He spoke on the pilot program helping look at using Teledoc for prescriptions and appointments to keep those people out of the Ed.

Richard from Kitsap 911 asked about the CBD committee looking at the non-transport trends or BLS response and referring those to the nurse line instead of dispatch. Chief Pain is the lead on the CBD line.

Joey mentioned in May, that he’s scheduled to teach at the MAIH summit in the West region, on our approach to mobile integrated health. He sent the information to the group if anyone was interested.

1. **GOOD TO THE ORDER**

**Attendees:**

Chief Jason Christian-CKFR

Chief Jim Gillard-PFD

Chief McGanney-BFD

Chief Rick Lagrandeur-NKFR

Danielle Mackelwich-KCEMS

Steve Lemay-air

Gib Morrow-KPH

Joey Rodrigues-Olympic Ambulance

Lori Danko-St. Michael

Guy Earle-KCPH

Lora York-LifeFlight

Jeff Menge-KCSO

Chief Jared Moravec-BIFD

Randi Riesenburg-Region Executive director

Richard Kirton-Kitsap 911

Brandon Holt

Jodie Collins-SKFR

1. ADJOURNED 9.42 am
2. The next meeting will be held on February 12, 2024