



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

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**I. 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**

1. None

**C. Announcements**

None

**II. CONSENT ITEMS**

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**A. Minutes of BOD Meeting: September 12, 2023**

***MOTION** by Chief Lagrandeur to approve last month's minutes, as presented. **SECONDED** by Chief Moravec. 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 \$ 42,927.61

Savings \$ 130,803.10

**C. MPD Report**

Dr. Hoffman reported he attended the NW Region Council meeting and the strategic planning meeting. He had a regional advisory meeting as well as the DOH steering committee meeting. He taught pharmacology in the EMT class and lectured on opening day for the Paramedic program students at TCC. Working on the qi project with DOH for rural EMS. Met with the Kitsap Falls work group. He noted that fewer referrals are being made, getting the people to accept a PT prescription. He's been working with Tamarah on the 4<sup>th</sup> quarter BLS otep offering which they designed. He also wanted to mention its ER nurse's week which is the 11 through the 17<sup>th</sup>.

**D. Monthly Staff Report**

Tamarah reported on the PCR writing, individual modules are done to do training that is specific to Kitsap County's one training to specific to Kitsap county and NW Protocols that are emphasized by Dr. Hoffman and people coming out of QI. Information out of QI of training that is missing like calls into the Base Station, and Life Assist from the Medical Officers. Last month she reported that she had sent 95 individual invites for personal training on finishing up 3<sup>rd</sup> quarter training. She reported only 1 provider didn't make the OTEP program and went to. Cadeaveer lab has been approved for Feb 8th and 9<sup>th</sup>. The cost will be \$ 350.00 for ALS and \$ 200.00 for BLS. IV techs should sign up if they need 6 sticks. She mentioned that the flyer will be going out today and will also be sending it to Lori Danko and a few others who have asked to receive the flyer. The Fire Chiefs had asked to have the spots open to them first and she reported that 19 providers have already signed up. She mentioned that she only needed 25 to make the lab cost-efficient. Bremerton Fire will be hosting the cadaver lab next year. She will be contacting all individual SEIs for the 2024 training calendar. She finally reported on the need for evaluators who can help with EMT classes.



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Danielle reported that all bills are paid with two invoices out. Quarterly B&O and L&I taxes have been filed. She reported that she updated Workers Comp for the new year as well as the new 1099 electronic filing rules. Lastly, she's been working on the Budget with Chief Faucett and will be putting the new budget in sometime in December

### III. OLD BUSINESS

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### IV. DISCUSSION / ACTION ITEMS

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#### A. 2024 Draft Budget

Chief Faucett reported that the budget is finalized. He would like Danielle to send out the budget for review. If anyone has questions, please reach out to him.

#### B. Strategic Plan-Membership Survey

Chief Faucett spoke about how the meetings were going. Meetings have been very productive, which leads to the email he sent this morning on what needs to happen next. As the group is working through the strategic plan for the EMS Council, the group would like to survey our EMTs and Paramedics. please forward through your organizations for us. The more people that can help us with this survey, we will have a better idea of our strategic goals for the next couple of years.

### V. AGENCY UPDATES

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#### A. SMMC

Chad Melton reported on the groundbreaking of the new tower. Timelines: construction should be done in August 2025 with an opening sometime later in the year 2025. This tower will have 74 new beds, mostly surgical and medical. He reported on the standing ER which is in the permit stage, and contractors and architects are in place. Once the permits are in place, construction will take place. He's hoping for a second-quarter opening. Working on the care program with Chief Gillard.

Lori Danke reported that business is booming. Averaging over 200 daily in the ER. Starting to see a 9 a.m. surge and the ED is at full capacity. She mentioned that this week is ER staff week. Wed is ER nurses' day. Please touch base with the charge nurse if you have goodies to drop off.

#### B. Life Flight

Lora York reported a change in the weather, please call early if you need transport. Lori Danko asked Lori what Hamilton vents LifeFlight has or uses. The hospital is looking at purchasing vents for the standing ER. Discussion on Hamilton and Zoll vents continued with what crews use and like.

#### C. Airlift

None



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**D. Kitsap Health District**

Gib Morrow reported that respiratory illnesses haven't increased. COVID is flat, with flu and RSV having no Fall spikes as of yet. He reported that the larger health systems in the Puget Sound Region have signed a masking-up agreement in Healthcare facilities. If they see more than a 3% increase in the ED being COVID-related, 1% being flu, and .3% being RSV, proper masking is needed. **KCSO**

None

**E. K911**

None

**F. Olympic Ambulance**

Joey reported they did see through their hospital home program, 32 COVID admissions in Kitsap County. He reported 97% with St. Michael on performance last month and the work that still needs to be done with the dedicated resource with Bremerton Fire.

**G. Fire Agencies**

None

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**VI. GOOD TO THE ORDER**

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**Attendees:**

Chad Melton-St. Michael  
Chief Jared Moravec-BIFD  
Chief Jason Christian-CKFR  
Chief Jeff Faucett-SKFR  
Chief Jim Gillard-PFD  
Chief John Payne- BFD  
Chief Rick Lagrandeur-NKFR  
Danielle Mackelwich-KCEMS  
Dr. Hoffman-MPD  
Gabrielle Hadly-KPH  
Gib Morrow-Public Health  
Jeff Menge-KCSO  
Joey Rodrigues-Olympic Ambulance  
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Lora York-Airlift NW  
Lori Danko-St. Michael  
Tamarah Hoffman-KCEMS



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Theran Rahier-NKFR

VII. ADJOURNED 10:00 am

1. The next meeting will be held on November 14, 2023