Minutes
Kitsap County EMS and TCC Meeting
June 10, 2025 9:00 – 10:30
Zoom Virtual

1. ADMINISTRATIVE ITEMS

A. Call to Order at 9:03 am

B. Additions or Deletions to the Agenda
No additions or deletions

C. Announcements
None

2. CONSENT ITEMS

A. Minutes of BOD Meeting, May 13, 2025

MOTION by Chief Faucett to approve last month's minutes, as presented. ***SECONDED*** by Chief McGanney. The motion was **PASSED** unanimously by all members present.

B. Financial Update

Danielle reported the amounts in the checking and savings accounts and gave a summary of the budget.
Checking $30,5588.68
Savings $415,488.80

3. STAFF REPORTS

A. MPD Report
Dr. Hoffman has been working on protocols and changes to the scope of practice that the Northwest Region is addressing. He reviewed the final aspects of the pilot program, specifically regarding the administration of intramuscular epinephrine by EMTs and in cases of cardiac arrest. He attended a Northwest EMS Region Board meeting to approve certain licenses within the county. He discussed calls received in the 988 system, examined a de-escalation safety plan, and ensured appropriate follow-up care for those patients.

B. Administrative Report
Danielle reported on the Q3 L&I taxes being filed, as well as the completion and submission of the 2024 year-end taxes. She has been working on the SAM account, updating the website, managing outstanding invoices, and initiating the finalization of a scanning project for Ameriprise.

C. Training Coordinator Report
Tamarah discussed that some providers will be notified to complete their 2nd quarter training. She also indicated that the 3rd Quarter training discussion will be coming shortly. Tamarah detailed the cadaver lab scheduled for 2026, along with the associated costs. She reported on last year's lab, including those costs, specimens, and profits. She asked the board to accept and allow her to put down an $18,000 deposit, along with a $36,037 budget for the 2026 Cadaver lab. A motion was made.

MOTION by Chief Christian to approve the 2026 Cadaver lab, not exceeding $36,000 as presented. ***SECONDED*** by Chief McGanney. The motion was **PASSED** unanimously by all members present.

4. DISCUSSION/ACTION ITEMS√

A. Draft By-Law Updates

Chief Gillard reported that he has been working on the bylaws and has sent out the draft for edits. He would like to discuss his ideas for the bylaw revision. He mentioned that the current bylaws are outdated, unclear, and need updates for the EMW and BOARD members and their duties. He also wants to examine the elected groups, voting processes, and the overall structure of the bylaws. He commented that getting the updated bylaws approved takes time, as the DOH is responsible for their approval, so he would like the group to assist with editing and making any necessary changes.

B. County Operating Procedures- Update status

Chief Gillard discussed the County's operating procedures. He explained how the system functions and how the procedures are approved. He held a meeting with the Medical Officers to discuss having them start a draft and thoroughly review the document. He mentioned they would begin reviewing the current operating policies and those related to how our providers conduct business in the field, then start a draft and present it to Dr. Hoffman. Once Dr. Hoffman approves it, the draft will be submitted to the councils for approval. Dr. Hoffman talked about how the NW Region protocols are published and noted there are other county versions, such as Mason, Kitsap, Jefferson, and others. These additional documents will be accessible electronically for crews to have on their phones or notepads. He also said that during today's MO meeting, the Medical Officers will select certain policies specific to Kitsap County to include in the back of the book.

C. Involuntary Treatment Act white paper status

Chief Gillard reported on the ITA issue throughout the county. He mentioned the effort to get all the EMS providers on the same page regarding their roles in behavioral health calls. There is a consideration of who is responsible: LE or EMS? Dr. Hoffman and Dr. Profan are working on a draft of a white paper that isn't reasonable. They are looking into defining what constitutes a behavioral health crisis and what does not. Additionally, they are examining the roles of both EMS and LE, with the end goal of effectively addressing mental health issues among kids and DCRs. Finally, they are editing the behavioral health policy on low acuity and differentiating when individuals are and are not medical patients that we need to get involved with.

D. Field-Based Buprenorphine Status

Dr. Hoffman reported that the buprenorphine in the field has been documented, and it's included in the new draft version of the NW protocol set. The 3 MPD decided to present it as a complete set, given the efficiency problems at the DOH. He is hoping for the approval of the scope of practice pilot so that the entire set can be sanctioned. He reported on issues related to utilizing the protocol, ongoing training, fine details in the footnotes, and other administrative scope of practice matters.

5. EMS COUNCIL AGENCY UPDATES

A. SMMC

Rosie reported that the ED staffing is stabilizing, although there is still movement in and out, and it is looking better and better each day. They're also addressing the signing concern that Chief Faucett raised.

B. CKPHD

Not in attendance

1. Child fatality update

Chief Gillard reported that the committee will meet this week, and he will have an update for the group at the next BOD meeting, discussing what was discussed in the Fatality Review Committee

C. KCSO

Not in attendance

D. KITSAP 911

Not in attendance

E. OLYMPIC AMBULANCE

Jack reported on how Olympic Ambulance is upstaffing for Multicare hospitals.

F. LifeFlight

No new update

G. Airlift NW

Vanessa reminded the group that if they're needed, they should get them in the air as soon as possible. Their team visited the new Multicare standalone facility and reported that it was nice, and their teams are working together on a landing zone (LZ) for that facility.

H. FIRE AGENCIES

A. BIFD

No report

B. PFD

No report

C. BFD

No report

D. NKFR

No report

E. CKFD
No report

F. BFD
No report

G. SKFR
Chief Faucett reported issues with ESO. He explained the signature procedure when transporting a patient and mentioned some confusion among the nursing staff at St. Michael about its purpose. Chief Faucett has been working with Rosie and Keirrie to provide more in-house training on the matter.

7. GOOD OF THE ORDER

8. ADJOURN 9:40 AM

The next meeting will be held on July 8, 2025

Attendees:

Chief Jim Gillard-PFD
Dr.Hoffman-MPD
Tamarah Hoffman-KCEMS
Guy Earle-KCHD
Lora York-LifeFlight
Jack Reynolds-Oly Ambulance
Chief Pat McGanney-BFD
Chief Jeff Faucett-SKFR
Chief Jason Christian-CKFR
Rosie Apalisok -St. Michael
Keirriee Wassington-SMMC
Vanessa Palensky-LifeFlight