

NORTHWEST REGIONAL EMS COUNCIL – REGULAR MEETING MINUTES

Appvd., November 12, 2020



REPRESENTATIVES IN ATTENDANCE via conference call:

CLALLAM

¹ Keith Bogues, **Chair**
^{1A} Daniel Montana absent
² Trisha Duerr
^{2A} Jake Patterson
¹¹ Joseph Rodrigues, **At Large**
²⁶ Branton Byers absent
⁸⁵ Derrell Sharp

MASON

⁸⁷ Brandon Searles, **Secretary/Treasurer**
^{5A} Matthew Welander
⁵ Michael Sexton Absent
⁶ Tamarah Hoffman
¹³ Greg Yates Absent
²⁸ Sabrina Nelson Absent
^{28A} Kristyn Criss

WEST OLYMPIC PENINSULA

¹⁰ Louise Smith absent
¹⁵ Timothy Wade, **At Large**

LOCAL LAW ENFORCEMENT

⁶⁵ Sky Sexton

OLYMPIC NATIONAL PARK

⁶⁰ Kristin Kirschner absent

CONSUMER REP

⁷⁰

VISITORS

Casey Schein, Life Flight
Shirley Sterns, ALNW
Adam Rovang
Anna Moore -
Ted Krynski

JEFFERSON

³ Brad Martin, **Past Chair**
⁴ Tim Manly
¹² Tim McKern
²⁷ Sarah Schadler
^{27A} Cindy Kratochil absent
⁸⁶ Karl Hatton absent
^{3A} Tammy Ridgway

KITSAP

⁷ Eric Chamberlian
⁸ Matt Million
²⁹ Mary Flick
⁸⁸ Kim Petersen absent

MEDICAL PROGRAM DIRECTORS

⁴⁷ Dr. David Carlbom absent
⁴⁸ Dr. Joe Hoffman, **Vice Chair**
⁴⁹
⁴⁶ Dr. Danielle Whitley absent

NAVY REGION NW

⁶²

LOCAL ELECTED OFFICIAL

⁵⁵

COAST GUARD

⁶¹

PUBLIC HEALTH/PREPAREDNESS

⁷⁵ Elya Baltazar

NWREMS STAFF

René Ralston
Lori Coleman, minute taker

STATE EMS ADMINISTRATOR

Hailey Thacker
Catie Holstein

NORTHWEST REGIONAL EMS COUNCIL - REGULAR MEETING MINUTES

Approved, November 10, 2020

Chair Keith Bogues called the Northwest Regional EMS Council meeting to order at 12:04 p.m. via the Google Meet Virtual Platform.

APPROVAL OF MINUTES

Tim Manly moved and Mary Flick seconded to approve the September 12, 2020, Regular Meeting minutes. **MOTION CARRIED.**

REGULAR BUSINESS

Chair Report – Chair, Keith Bogues, reported that:

- The RacTac met along with Pre-Hospital Tac since the last meeting. The RacTac is working on their Strategic Plan and the Pre-Hospital Tac is working on Rule-Making.

Treasurer's Report – René Ralston reported on: Profit and Loss Statements for October 2020 FY 21 YTD; Bank Balance as of 10/31/2020 was \$73,862.84. She reported that the DOH was significantly delayed in their funding and as you can see they have made their payment to the Council. René asked for input on how to hold a virtual Audit; Chair Bogues asked her to e-mail out the list of expenditures to the Executive Board and they will reply “accepted” if they approve. Joey Rodrigues moved and Tim Manly seconded to approve the Profit and Loss statement as presented. **MOTION CARRIED.**

MPD Report – Dr. Hoffman reported that an MPD conference was held virtually. They discussed ESO and the new rulemaking of EMS workers in Diversion facilities. They also discussed that there is not a way for the DOH to notify the MPD's if one of their members is under investigation; a good process for this is something they would like to address.

DOH Report – Report was attached to packet; DOH representative Hailey Green briefly went over highlights of that report:

- Rulemaking and Stakeholders Meeting November 19th, 2020 at 0930; Webinar only.
- Steve Bowman has joined the DOH as the reams new Trauma Epidemiologist.
- EMS Educations update included that EMR, EMT and AEMT vouchers are available; interested members should register 3 weeks before the course start date; approval letters will be sent to the training program director.

Airlift Medical –

Airlift Northwest reported that: they have signed a “Preferred Provider” agreement with Jefferson Healthcare and that they have a new partnership with Mary Bridge Hospital for interfaculty transports. They also reported that they have the ability to run reports on transport times; if entities are interested, contact them for this.

Life Flight reported that they now have a new base in Walla Walla; they are offering Plasma on aircraft that service the Olympic Peninsula and they have 4 new helicopters.

Region 2 PHEPR Update/Northwest Healthcare Response Network – Elya Baltazar reported that: they have been working hard to collect data and SIT Reports for COVID regionally and state wide; they are seeing an uptick in ICU beds across the state; they are creating an EMS Survey that will

collect data on entities bed availability, staffing and supply levels; Kitsap is updating their response plans and vaccine planning meetings are underway.

Olympic Nation Park – No Report.

Law Enforcement – No Report.

Correspondence –

- A. Current Council list was included in the packet. Ted Krysinski is the new Director at JeffComm; Chair Bogues will reach out to Karl Hatton to resign and René will send Ted an application to become a Communications Rep for this Council.

Unfinished Business –

- A. **1721** – Dr. Hoffman reported that this initiative allows for transportation by EMS to alternative destinations. Legislative requires that the DOH have Patient Care Procedures for counties that are doing this. South Kitsap reported that they have been doing this and it seems to be successful. Members from Clallam County reported concerns due to the lack of resources in their area for utilizing the alternative destination capabilities. Counties interested can work with their local councils on this.
- B. **2021-2023 Region Plan** – The group divided up the Goals at the last meeting and individual councils have been working to update them. René will send out for the updated versions for member feedback. These need to be ready for adoption at the next meeting so please give feedback asap.
- C. **DMCC** – Elya Baltazar had e-mailed out information on DMCC's to René and she forwarded to the Council. Each Local Council is working on what they need to establish a DMCC for their area. Elya Baltazar has a spreadsheet that she will share that will help with data collection. It was noted that there will likely be time constraints due to COVID and the impact it has had on emergency response entities. The Council will continue to keep a watch on this topic.
- D. **Medical Plan Approval** – Chair Bogues reported that René presented the Executive Board with another quote for medical insurance for herself. The expense has been budgeted for in the last 3 years and not been used. Although it is \$36 more a month, the Executive Board has approved the expense. René will also purchase Health Care for her husband on this plan through a payroll deduction.

New Business –

- A. **Budget** – Chair Bogues reported that: The Executive Board met with the State Auditor. During the exit interview the Auditor pointed out that at one point during the year the council funds recorded a negative balance to pay administration expenses. The Auditor noted that during the audit they found that budget expenses at one point during the audit cycle went in the negative to pay administration expenses. The auditor's findings bring into question the financial stability of council's current operations. He reported that although a portion of the problem is a timing issue, expenses being due before revenue is collected, the Council sits in a precarious position if the operating budget is not rectified and brought into balance. He noted the difficult nature of the issue and the fact that this conversation involves the need assessment of a salaried administrative position. He went on to assure the council members that this conversation is not personal and must occur to ensure a

sustainable operating budget for the NWREMS council. He mentioned that current financial trends are a reliable predictor of future revenues and expenses. He advised the Council that reductions in Department of Health funding could be as high as 25% as the State navigates responsible expenditures through the Covid-19 pandemic; warning that it is up to the body of this Council to prepare for the “what if’s” and that as of now, the Council does not have any money saved away in case something like this occurs in the future. He suggested that administration expenses need to be reduced in order to strategize for sound finances in the future. He reported that over the next three meetings he wants to rigorously pursue this discussion; he asks that local councils discuss this topic and bring back ideas to the Executive Board. He wants to have a draft budget in January followed by adoption in March.

B. Post Office Box – Chair Bogues reported that the Northwest Region EMS Council (NWREMS) Post Office Box that was in the Silverdale had been closed during this COVID event; the lease lapsed in part due to lack of checking the box and due to no communication from the NWREMS Council that the Box still needed to be active. René proposed a solution to open a new Post Office Box in Shelton, this is closer to her and to another member that could regularly check it. Tim McKern moved and Joey Rodrigues seconded to authorize René Ralston to open a new Post Office Box in Shelton on behalf of the NWREMS. The minutes from this meeting will need to be approved and submitted in order to do that. **MOTION CARRIED.**

C. Strategic Plan – René reported that she will send out a Doodle Poll to receive results to meet the QI deliverables.

Chair Bogues adjourned the meeting for a break from 2:20 to 2:30; at 2:30, Chair Bogues called the regular meeting back into session.

Committee Reports –

- A. **Executive Funding** – Discussed above.
- B. **QI Committee** – Will meet again in January.
- C. **IPPE Committee** – No Report.
- D. **Protocol Committee** – No Report.
- E. **TED Committee** – No Report.
- F. **Nomination Committee** - Nominations will open in September of 2021.
- G. **State TAC/Steering Committee** – Steering Committee last met in September and will meet again November 18th, 2020. They are working on reorganization of their Strategic Plan. It was reported that the Emergency Cardiac and Stroke Technical Advisory Committee met and discussed best practice initiatives and data collection strategies moving forward. Part of the discussion was about how rural hospitals and their EMS partners have a large gap in participation and it was requested that members go back to rural regions and encourage participation so that they have a voice and stakeholders are heard and considered while driving best practice guidelines for the state of Washington.

H. Local Council Reports/System Panning and Development Issues EMS & Hospital –

- a. **Clallam** – All Fire/EMS agencies are moving to ESO in 2021, this should significantly help with QA/QI; an EMT Class in being held now and two more are planned for January and April, concerns with ride-a-longs are being addresses and many entities are not allowing these for students outside their affiliations and the local council is having discussions on how to support their communities when COVID vaccines become available.
- b. **Jefferson** – Will be hosting an EMT class in January using a hybrid in person and online setting; working with Zoom and Vimeo systems for online learning platforms and using a ESO program called “Alerting”.
- c. **Kitsap** – Will be hosting an EMT class in January and have plenty of openings; will be hosting 3 different EMS Evaluator classes, some for new evaluators and others for recertifications; they are working on their ALS OTEP program; hosting Protocol Testing; they plan to host an IV Tech class in the Spring; St. Michaels move is scheduled for December 12th at this time, they plan to move the ER at 0400 and the rest after that with an anticipated “go live” time of 0700 and Joey Rodrigues is working on a process for notification to transport facilities, especially transports to the Cath Lab, for when the new destination is live.
- d. **Mason** – They reported that they have an almost full EMT class scheduled for January.
- e. **West Olympic** – They reported that they will host an evaluator class soon and that they have purchased a new ambulance.
- f. **Communications** – No report.

GOOD OF THE ORDER

- None

Next meeting is January 14th, 2021.

ADJOURNMENT

Tim Wade moved and Joseph Rodrigues seconded to adjourned the meeting at 2:52.