

NORTHWEST REGIONAL EMS COUNCIL – REGULAR MEETING MINUTES

Appvd., May 14, 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 excused
⁸⁵ Derrell Sharp

MASON

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

WEST OLYMPIC PENINSULA

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

LOCAL LAW ENFORCEMENT

⁶⁵ Sky Sexton

OLYMPIC NATIONAL PARK

⁶⁰ Kristin Kirschner

CONSUMER REP

⁷⁰

VISITORS

Casey Schein, Life Flight
Mikaela Hagberg, ALNW
Stephen Lemay, ALNW

JEFFERSON

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

KITSAP

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

MEDICAL PROGRAM DIRECTORS

⁴⁷ Dr. Sandra Smith-Poling
⁴⁸ Dr. Joe Hoffman, *Vice Chair*
⁴⁹
⁴⁶ Dr. Danielle Whitley

NAVY REGION NW

⁶²

LOCAL ELECTED OFFICIAL

⁵⁵

COAST GUARD

⁶¹

PUBLIC HEALTH/PREPAREDNESS

⁷⁵ Elya Baltazar excused

NWREMS STAFF

René Ralston
Lori Coleman, minute taker

STATE EMS ADMINISTRATOR

Hailey Thacker

NORTHWEST REGIONAL EMS COUNCIL - REGULAR MEETING MINUTES

Approved, May 14, 2020

Chair Keith Bogues called the Northwest Regional EMS Council meeting to order at 12:01 p.m. via the Google Meet Virtual Platform.

APPROVAL OF MINUTES

Tim McKern moved and Joey Rodrigues seconded to approve the January 09, 2020, Regular Meeting minutes with amendments. **MOTION CARRIED.**

REGULAR BUSINESS

Chair Report – Chair, Keith Bogues, reported that:

- Dr. Smith-Poling will be retiring 5/31/2020 and Dr. Carlbom will fill her role in as the new MPD for Jefferson County and Dr. Whitley will take over the MPD role for the West Region of Clallam County; she has already been doing this rest of Clallam County since taking over for Dr. Churchley January 1st, 2020.
- Kim Dropper and Tim McKern both resigned from their Council positions; with Executive Committee approval, Chair Keith Bogues appointed Dr. Joe Hoffman as the Vice Chair (Kitsap County) and Brandon Searles as the Secretary (Mason County). Tim McKern will serve in different capacity representing Jefferson County.
- Many meetings and trainings have been canceled and/or postponed due to the COVID-19 pandemic.

Treasurer's Report – René Ralston reported on: Profit and Loss Statements for November 2019 to April 2020, FY 20 YTD; Bank Balance as of 4/30/2020 was \$40,427.56. Mary Flick moved and Tim McKern seconded to approve the Profit and Loss statement as presented. **MOTION CARRIED.**

MPD Report – Dr. Hoffman reported that the annual State MPD meeting in June has been postponed; the DOH is considering leniency for training expectations due to COVID-19 and they are working on fixing typographical errors in the newly approved Protocols so they are ready to print; the DOH will need to revise the corrections, but the process is not time consuming like the original approval and can be accomplished fairly quickly.

DOH Report – Hailey Green reported that: many of the normal meetings DOH hosts are being postponed, however the steering committee next Wednesday and Rule Making next Thursday will both be held virtually, she will send information through René for those who would like to attend those meetings.

Air Medical –

Airlift Northwest reported that: they have updated their membership to be called “Airlift Northwest Membership” and the rates are \$60.00/yr. for citizens and \$48.00/yr. for First Responders, per household. They are Transporting COVID-19 patients in both rotor and fixed wing aircraft. Their new interim director is Jeff Ritchie.

Life Flight reported that they too have been transporting COVID-19 patients in their rotor and fixed wing aircraft and that they are tracking symptomatic patients to see check their test results and are following up with agencies as needed.

Region 2 PHEPR Update/Northwest Healthcare Response Network – No Report.

Correspondence –

- A. **DOH** - René handed out and asked everyone to review the council list. Applications need to be turned in directly to René.

New Business –

- A. **2020 Policy Manual Updates** – René with the Executive Committee made changes that help the NWREMS Council streamline financial processes and have the ability to use Electronic Funds Transfer through the bank. Chair, Keith Bogues, went through each changed item, hearing no feedback he entertained a motion. Joe Hoffman moved and Joey Rodrigues seconded to adopt the Policy Manual with the proposed changes. **MOTION CARRIED.** Updated policy manual will be available on the NW Region website.
- B. **FY 21 Budget** – René attached a copy of the proposed budget to the packet; members reviewed the proposal and discussed how to handle the funds that would be rolled over into the FY 2020 budget. Tim McKern moved and Joey Rodrigues seconded to approve the budget as proposed with the ability to amend the budget in the fall if necessary. **MOTION CARRIED.**

Committee Reports –

- A. **State TAC/Steering Committee** – Will be held virtually
- B. **Local Council Reports/System Planning and Development Issues EMS & Hospital –**
 - a. **Clallam** – Spring EMT Class was canceled, they are working on plans for a Fall class and trying to figure out how to host with social distancing measures; OMC QI Conference for May was canceled; PALS class was cancelled; they are working on bids for making flip style booklets for the new protocols and they decided to go with EMS Connect for their OTEP training platform once approved by the DOH.
 - b. **Jefferson** – They finished a 20 student EMT Class, they are also going to EMS connect for their training platform; they reported call volume is down, this seems to be the norm right now and they are working on guidelines for wildland season and COVID-19 measures.

Chief Brad Martin jumped on to ask about what other departments are doing to prepare for the need to use a Disaster Medical Coordination Center; he has been researching this and finding out that some counties do not have one identified and even those that are identified for other counties do not have the staffing, plans or capabilities to do this if it was requested. He urges the council to consider making a committee that could try to address this as he believes it is far better to do so before they need arises. He will reach out to the Northwest Healthcare Network to see what they have to offer in the way of support and Hailey Green from the DOH will see if she can track down help at the DOH level. Chief Martin and Captain Derrell Sharp will head up this committee and follow up with what they learn.

Chief Martin also reported that they are doing virtual OTEP training; Dr. Carlbom and Dr. Smith-Poling are working together on the transition for Carlbom to fill Smith-Poling's MDP position in Jefferson County and the Jefferson's local council has appointed a new Vice Chair.

- c. **Kitsap** – The hospital reported that they are on track for a November opening of their new facility; patient counts were down and are starting to increase back to normal and they finished the classroom portion of an EMT class and are still trying to figure out how to get the practicals done and meet social distancing expectations.
- d. **Mason** – The hospital is hosting auto pulse training; they are completing IV Tech class that was postponed due to COVID-19, the final exam is tonight; they are planning an EMR class for this fall; they are hosting an EMS Evaluator class in June and will likely just be for renewals as they will have to troubleshoot the practical portion of the class and that would be too difficult for the initial class members and they are hosting county OTEP through Zoom and adding extra on-line training courses.
- e. **West Olympic** – No Report
- f. **Communications** – No Report.

GOOD OF THE ORDER

- Next meeting is September 10th, 2020.

ADJOURNMENT

Chair Keith Bogues adjourned the meeting at 1:36.