

# Northwest Region EMS Council - Regular Meeting minutes

Meeting via Zoom platform  
September 8, 2023 approved



## MEMBERS IN ATTENDANCE:

### CLALLAM

11 Joseph Rodrigues, *At Large*  
1 Derrell Sharp  
1A Daniel Montana absent  
2 Jake Patterson  
11A Greg Waters absent  
26 Branton Byers  
85 Karl Hatton absent

### MASON

87 Brandon Searles, *Secretary/Treasurer*  
5 Michael Sexton  
5A Matthew Welander absent  
6 Carly Bean  
13 Greg Yates  
28 Kristyn Criss  
28A Patricia "Renee" Byrd absent

### WEST OLYMPIC PENINSULA

15 Tim Wade, *At Large*  
9 Heather Quinones absent  
10 Dan Druge

### LAW ENFORCEMENT

65 Mike Johnson absent

### OLYMPIC NATIONAL PARK

60

### CONSUMER REP

70

### NWREMS STAFF

René Ralston  
Lori Coleman, minute taker

### DOH ADMINISTRATORS

Christy Cammarata

### JEFFERSON

12 Tim McKern, *Past Chair*  
4 Tim Manly, *Vice Chair*  
3 Tammy Ridgeway

### KITSAP

7 Eric Chamberlain absent  
8 Matt Million excused  
8A Hank Teran absent  
14 Jake Gillanders absent  
29 Mary Flick

### MEDICAL PROGRAM DIRECTORS

46 Dr. Danielle Whitley  
47 Dr. David Carlbom  
48 Dr. Joe Hoffman, *Chairman*

### NAVY REGION NEW

62

### LOCAL ELECTED OFFICIAL

55

### COAST GUARD

61

### PUBLIC HEALTH/PREPAREDNESS

75 Elya Baltazar

### VISITORS

Alex McCracken  
James Richardson, ALNW  
Ray Evans

Dr. Joe Hoffman called the Northwest Regional EMS Council meeting to order at 12:00 p.m. via the Zoom Virtual Platform.

## **APPROVAL OF MINUTES**

Tim Manly moved, and Tim McKern seconded to approve the May 12, 2022, Regular Meeting minutes. **MOTION CARRIED.**

## **REGULAR BUSINESS**

**Chair Report** – No Report.

**Treasurer's Report** – René Ralston reported on: Profit and Loss Statements for July – August & FY 23 YTD; Bank Balance as of 8/31/2022 was \$102,084.55. Tim Manly moved and Michael Sexton seconded to approve the Profit and Loss statement as presented. **MOTION CARRIED.**

**MPD Report** – Dr. Hoffman reported:

- They are re-evaluating the Stroke System
- Revisiting the Paramedic/EMT testing process
- Jefferson County EMT class went well
- They are offering an IV Tech course this fall
- They are doing QI for AirCare
- Working on their training program
- The next Base Station Meeting topic will be Child Psychology
- Working on BLS Protocols
- Rural EMS Grant is upcoming

**DOH Report** – Report was attached to the packet; DOH representative Christy Cammarata briefly went over the highlights of that report:

- WEMSYS Rules Stakeholder meetings concluded in March of 2022, they are working on the draft for public comment and will move to CR 102 afterwards.
- Trauma Rules – The DOH filed a CR 102 in January 2021 to consider amendments to section WAC 246-976-580 to establish clear criteria for assessing the need for new level 1 and 11 trauma facilities. At this point, staff are still working finalizing the draft and are unsure whether there will be another workshop.
- EMS Rules – The DOH is expecting to move into the CR 102 phase for the new HB 1893 in August and will hold a Public Hearing in November, and file CR 103 in December. If this stays on track, the new rules would be effective in February of 2023.
- Next Pre-Hospital TAC meeting is October 19<sup>th</sup> from 10 am to 1 pm.

**Region 2 PHEPR Update/Northwest Healthcare Response Network** – Elya Baltazar reported they just finished the Northwest District Hazard Vulnerability Assessment, and they are planning training exercises. She reported that there are so many new key players in Emergency Management Roles with facilities, that they would like to put together a Meet and Greet to familiarize everyone.

**Airlift Medical – Life Flight:** No report. **Airlift Northwest:** No report.

**Olympic National park** – No report.

**Law Enforcement** – No Report.

### Correspondence –

- A. **DOH** – Current Council list was included in the packet and there is a link on the website to view this information as well; René reported that this list identifies anyone who may need compliance with the OPMA training.
- B. **Jefferson Healthcare Letter of Support** – The NWREMS Council wrote a letter of support for a workforce development grant that Jefferson Healthcare was submitting. If awarded the grant, it would allow a team to be put together to address training programs in rural healthcare communities.

### Unfinished Business –

- A. **DMCC** – There has been no movement of this over the summer, Radio communication during emergencies is a concern; Mary Fleck will check with ST. Michaels to see if they are prepared for potential radio issues. Elya Baltazar added that due to the use of the WMCC during Covid, she thinks this will support progress with getting DMCC's identified and prepared.
- B. **Behavioral Health System** – There are still long waits for DCR evaluations. Pediatric patients are very difficult to find placements for.
- C. **Fire Update** – René reported that she had a shop fire earlier this June, where her Region office is located. She has been working diligently to recover from lost information from the fire; she is about halfway done. One unfortunate reality was, that although the Council believed that they had proper backups for information in their Quick Books program, that proved to be inaccurate. Since identifying that, and recovering a lot of the lost information, René has been able to ensure that a more reliable backup is being done to the cloud. She reported that the insurance company has been great to deal with and showed the council a draft of an inventory for items that are either being covered by the Council's insurance. Quick Books was not willing to reimburse for the lost backups, and Tim Manley would like to continue to pursue reimbursement from them. René has been reimbursed for all new purchases made. The council will now own the new items instead of René having to use her own for Council business. René does not have any concerns with the next Audit process due to the fire.

### New Business –

- A. **Budget** – René went over the drafted budget for the 2022-2023 fiscal year, in May the budget was temporarily approved to get the council through to the Summer and current Fiscal Year. Payroll and medical expenses increased along with insurance costs. Miscellaneous increased with the new one Drive expenses and the purchase of a PDF program. Fire Reimbursement shows expenditures to date. County training increased from a rollover from last fiscal year. Insurance income shows the check that was received. The QI had a profit due to low participation and the instructor lowered the fees. With all adjustments, \$160.11 still needs to be shaved from the budget, which can be removed from the savings account line item. She kept the equipment line item at \$500. Joey Rodrigues moved, and Tim Manley seconded to approve the reimbursement to René for her personal items of \$1,106.00. **MOTION CARRIED.**
- B. **FY 23-25 Regional Plan** – René reported that the first draft is due 2/28/2023 and she asks if she can divvy up the tasks the same way as before, with each region taking one task. The group agreed that this would be best. Jefferson County will work on Goal 1, Kitsap on Goal 2, Mason on Goal 3, Clallam on Goal 4, and René will work on Goal 5.
- C. **New Council Members Checklist and Orientation** – René drafted a new member letter to help new members better understand what their role in this Council is and what their expectations are. The group liked this idea and René offered to share it with other regions as well as they were hoping she would.
- D. **Injury Prevention Grant** – The IPPE Committee met; there is \$5000 left in their budget. They received two grant requests for \$1,000 each for Bicycle Helmet Programs. The committee recommended to grant these requests. Mary Flick moved and Derrell Sharp seconded to approve the two Grants. **MOTION CARRIED.**

There was a discussion about what to do with the leftover funds. Ideas were from Provider Wellness to Naloxone programs. They have roughed out a plan for seeking naloxone Pencil Pouches that contain Fentanyl test strips; this will be under \$3 for each kit. Could be able to assemble over 1000 kits. Again, this was just an idea currently. Dr. Carlbom has a program outline for this that he will share with the committee.

#### **Strategic Plan –**

- A. The QI Committee met to discuss the Min/Max numbers for designated trauma services, they had issues with Rehab facility availability and suggested to increase the number of rehab facilities to 1; they will work with the DOH on this. They also discussed non-transport patients all the different county data was very diverse; they discussed at length and their goal is to get a clear definition of what AMA means and how to best care for patients. Next Meeting will be November 11<sup>th</sup>; topic will be stroke.

#### **Committee Reports –**

- A. **Executive Funding** – No report
- B. **QI Committee** – Reported in Strategic Plan agenda item.
- C. **IPPE Committee** – Reported above under new business.
- D. **Protocol Committee** – No Report.
- E. **TED Committee** – No Report.
- F. **Nomination Committee** – No Report; will activate in August of 2023.
- G. **State TAC/Steering Committee** – Will meet next week.
- H. **Local Council Reports/System Planning and Development Issues EMS & Hospital –**
  - a. **Clallam** – Joey Rodrigues reported that PenCom is working on Criteria Based Protocols and training is in progress for dispatchers; there is a Fall EMT class that starts September 28<sup>th</sup> and the local council is making a patient satisfaction survey and shared train tool as they create a new website. They have bike races this weekend and expect to see some trauma patients.
  - b. **Jefferson** – They have an IV Tech and EMT course coming soon.
  - c. **Kitsap** – They had a Jayco Survey, no results as of now. Wall times have been a hot topic of discussion. They are having cadaver lab training, a Fall EMT Class, An IV Tech Class, AN EMS Evaluator class. They are also working on a Registered Nurse to EMT program that is going well; Joey Rodrigues thanked them for Dr. Hoffman and Tamara Hoffman for driving the bridge program. Dr. Hoffman added that this could be used for other higher-level providers.
  - d. **Mason** – They will host a spring EMT Class and an EMS evaluator class.
  - e. **West Olympic** – They just finished an EMT Class, they are working on SEI paperwork with the DOH, Clallam Bay EMT class is partially virtual and going well and Tim Wade can monitor the SEI candidate virtually; they are also hosting an AEMT course next year and working with Olympic Corrections Center on an MCI Drill. They are hiring two new EMT's, and they hired an EMT as an ER Tech. They have an IV Tech and Supraglottic Airway course coming up.
  - f. **Communications** – No Report.

#### **GOOD OF THE ORDER**

- Captain Derrell Sharp reported that the new protocols are going to print.

#### **ADJOURNMENT**

Tim Wade moved and Tim Manley seconded to adjourn the meeting at 1:37.

**The next meeting is on November 10, 2022**