

THURSTON COUNTY MEDIC ONE
EMERGENCY MEDICAL SERVICES COUNCIL
EMERGENCY SERVICES CENTER/EOC

AGENDA

September 21, 2016, 3:30 PM

- I. CALL TO ORDER/ROLL CALL
- II. APPROVAL OF AGENDA
- III. PUBLIC PARTICIPATION
- IV. REVIEW AND APPROVAL OF MINUTES
 - A. EMS Council - August 17, 2016
 - B. Ops Committee - No September Meeting
- V. COMMITTEE REPORTS
 - A. Operations Committee – Ops Chair or Representative
 - B. West Region EMS Council – WREMS Representative
 - C. Staff Report – Hambly

VI. OLD BUSINESS

	ITEM	PRESENTER	EXPECTED OUTCOME
A.	2017/2018 Budget	Hambly	Accept/Reject
B.			
C.			

VII. NEW BUSINESS

	ITEM	PRESENTER	EXPECTED OUTCOME
A.	Joint Citizen CPR Project	Hambly	Information

- VIII. PUBLIC PARTICIPATION
- IX. GOOD OF THE ORDER
- X. ADJOURNMENT

**Thurston County Medic One
Emergency Medical Services Council – Regular Meeting
Emergency Operations Center/ECC
August 17, 2016**

PRESENT: Frank Kirkbride, Tom Fell, Paul Perz, Richard Gleckler, Roger McMaster, Margaret McPhee, Eileen Swarhout, John Ricks, Bud Blake, Greg Wright

ABSENT: Jeannine Roe, Larry Fontanilla, Michael Steadman

EXCUSED: Rena Merithew, Stan Moon, Russ Hendrickson

GUESTS: Terry Ware, Alex Christiansen

STAFF: Cindy Hambly, Sandra Bush

- I. **CALL TO ORDER/ROLL CALL** – Chair McPhee called the regular meeting of the Emergency Medical Services Council (EMSC) to order at 3:30 PM. Roll was recorded by staff.
- II. **APPROVAL OF AGENDA – MSC** – Chair McPhee asked to move the Joint Citizen Project (Hambly) to September, and add Mechanical Lift Approve/Reject (Hambly). (Kirkbride/Ricks) move to approve the agenda as amended.
- III. **PUBLIC PARTICIPATION** – None
- IV. **REVIEW AND APPROVAL OF MINUTES**
 - A. EMS COUNCIL – July 20, 2016 – **MSC** (Kirkbride/McMaster) move to approve as presented.
 - B. OPERATIONS COMMITTEE – DRAFT August 4, 2016 (Information Only)
- V. **COMMITTEE REPORTS**
 - A. **OPERATIONS COMMITTEE** – Greg Wright reported for the Operations Committee: 1) the safety issue with paramedics transporting patients who have not been clearly identified as victims vs. perpetrators, has been addressed with Law Enforcement. This discussion will continue on an operations level. 2) There is a long waiting list for surplus vehicles, and these are being prioritized. 3) There is no Operations Committee meeting in September.
 - B. **WEST REGION EMS COUNCIL** – Hambly reported: 1) DOH has discontinued the lease contract with WSP for the WHEERS. WREMS reached out to the Providence Foundation to serve as fiscal agent for WHEERS and Providence SW to serve as the operational lead for the system. The arrangements with Providence Foundation and Providence SW fell through. WREMS will now contact Capital Medical Center to ask for assistance. 2) Per WREMS contract, Thurston County will need to submit min/max to WREMS by December 31, 2016. 3) The WREMS EMS conference will be held on February 24th and 25th in Ocean Shores.
 - C. **STAFF REPORT**– Hambly handed out an updated Staff Report:
 - Emergency Services Director: 5 candidates were evaluated by an internal and external board, on July 22nd. 2 candidates were chosen to go forward to the BOCC; however, one candidate dropped out. Next week the BOCC will interview the 3rd candidate on the list.
 - Preliminary Citizen CPR program 6 month review indicates 3,542 people trained in CPR (2015 6 month review was 1,254).
 - Next budget committee meeting is scheduled for September 12th (review revenue budget).
 - Medic Hiring: Oral boards are set for August 29th for 6 candidates that did not pass the protocol exam. If these candidates successfully complete the oral board they will be required to successfully pass the protocol exam prior to working as a paramedic in Thurston County.
 - SPH Clinical Agreement: Staff is scheduled to meet with SPH on August 25th for clarification on responsibilities.
 - Fall EMT course: Pre-requisite CPR HCP course is scheduled for August 20th at Station 95.
- VI. **OLD BUSINESS**
 - A. Mechanical Lift: It was approved at the May 2016 EMSC meeting to purchase a new lift from LiftLogic, Inc. for Olympia, at the cost of \$26,609.76. When Medic One received the invoice it was \$7,000 higher than the bid and the lift was already installed without Medic One's approval. Hambly met with Olympia Fire and they stated 3 weeks prior they knew there would be an increase in price because of additional installation costs. Medic One was not informed about this additional cost until after the lift was installed. Olympia Fire department

offered to split the cost. Hambly let them know if there was any additional cost it would have to go to the EMS council for approval. (Gleckler/Ricks) motion to approve splitting the additional cost of \$7,000 with Olympia. Dr. Fell opposed, Greg Wright abstained.

- B. 2017/2018 Budget Review: Hambly and Bush provided a preliminary expense budget for discussion. The next Budget Committee meeting is scheduled for September 12th at 12:00, to review revenue. The revenue budget will be presented at the September EMSC meeting and at that time there will be a need for a final budget approval/rejection.

VII. NEW BUSINESS - None

VIII. PUBLIC PARTICIPATION – None

- IX. GOOD OF THE ORDER –** 1) Paul Perz asked about the pay scale for the MPD, and if this is something that is being reviewed. Hambly will follow up on this. 2) Paul Perz asked about the paramedic vacancy issue and how this is being dealt with. Hambly will include updates in the EMSC staff report. 3) Bud Blake informed the committee of a 2nd interview scheduled for August 19th for the Emergency Services Director position.

- X. ADJOURNMENT –** Meeting adjourned at 4:55 PM.

DRAFT

Thurston County EMS Council
Medic One/EMS, Staff Report, September 2016

5C



Steve Romines update

Emergency Services Director Position:

New Emergency Services Director, Kurt Hardin will begin on September 26th.

2015 Cardiac Arrest save rate at 59% (Utstein criteria.) More data still to come from other agencies nationwide but King County is approx. 45% for 2015.

Preliminary Citizen CPR Program 6 month review: Compression only classes 3,342 (2,301 citizens, 1041 HS students) AHA classes: 200. **TOTAL 3,542.** (2015 at 6 months: 1,254)

Agency is inquiring about approval for ALS training in Thurston County. First Guardian met with staff on May 5th. Staff had some follow up questions, to date First Guardian has not responded back.

Approved MPD contract for another year with Dr. Larry Fontanilla. Working with Dr. Daniel Gilday to contract for the SWAT duties. Per Thurston County request we are working with Dr. Gilday for malpractice insurance.

2017-18 Budget: Preliminary budget to committee for review on August 9th. Next budget committee on September 12th (review revenue budget etc).

Medic Hiring and Oral Exams: Medic One utilized Public Safety Testing (PST) for the second time to help establish a hiring list for paramedics in the county. Of the candidates that passed the PST testing (84) 45 were paramedics. Of the 45 candidates we received 20 applications. Of the 20 applications, 18 took the Thurston County PM Protocol exam on May 6th, 4 candidates passed the written assessment and 1 candidate passed the oral board on May 9th. **Oral board on August 29th for the 6 candidates that did not pass protocol exam, 3 candidates passed, 3 failed. The candidates who successfully completed the oral board will be required to pass (80%) the protocol exam within 30days during their probationary period.**

Paramedic Succession Planning:

Current online paramedics: 60, paramedics not currently assigned to an online medic unit: 1, number of paramedic vacancies: 2, number of expected vacancies in the next 2 years: 11 (2 next year)

WHEERS (Washington Hospital and EMS Emergency Radio System, utilizes repeaters instead of point-to-point): DOH has discontinued the lease contract with WSP for the WHEERS repeaters as of June 30, 2015.

WREMS reached out to the Providence Foundation to serve as fiscal agent for WHEERS and Providence SW to serve as the operational lead for the system. The arrangements with Providence Foundation and Providence SW fell through. WREMS will now contact Capital Medical Center to ask for assistance.

BLS data system: Olympic ambulance's parent company decided Olympic Ambulance will use another data system, ESO. Olympic Ambulance has agreed to continue using Safetypad until ESO completes an interface to Safetypad.

WREMS: Per WREMS contract Thurston County will need to submit min/max to WREMS by December 2016.

SPH Clinical Agreements: Received a draft agreement for all agencies to sign. Staff will met again with SPH for clarification on responsibilities on August 25th. **SPH will revise the agreements and forward to us for review.**

TRAINING:

Fall EMT Course 16-2 applications will be sent out July 20th. Pre-requisite CPR HCP course is scheduled for August 20th at Station 95. **32 applications received (1 changed mind, 1 failed AHA course, 4 failed pre-test) 26 forward for Initial EMT Course, begins September 6th. Currently 25 students (1 dropped due to planned family vacation).**

NIMS online training available at <http://training.fema.gov/EMIweb/IS/is700.asp>

THURSTON COUNTY EMERGENCY SERVICES MEDIC ONE

EXPECTED EXPENSES & REVENUE FOR 2017 - 2018

DEPT. DESCRIPTION	ESTIMATED EXPENSES			2017 BUDGET				2018 BUDGET			
	2016 BUDGET	2016 EXPENDED THRU 8/15/16	8/16/16 THRU 12/31/16	2017 BUDGET	2017 BUDGET (Enhanced)	COST OF ENHANCEMENTS	REVISED 2017 BUDGET	2018 BUDGET	2018 BUDGET (Enhanced)	COST OF ENHANCEMENTS	REVISED 2018 BUDGET
C411 Administration Wages/Benefits	\$ 336,166.00	\$ 198,583.00	\$ 107,328.06	\$ 342,662.00	\$ 342,662.00	\$ -	\$ 342,662.00	\$ 349,983.00	\$ 349,983.00	\$ -	\$ 349,983.00
C412 Administration Maint. & Oper.	\$ 237,346.00	\$ 98,667.00	\$ 117,317.86	\$ 246,017.00	\$ 246,017.00	\$ -	\$ 246,017.00	\$ 250,389.00	\$ 250,389.00	\$ -	\$ 249,973.00
C421 ALS Admin. M&O Wages/Benefits	\$ 154,430.00	\$ 87,942.00	\$ 52,589.30	\$ 159,063.00	\$ 159,063.00	\$ -	\$ 159,063.00	\$ 163,091.00	\$ 163,091.00	\$ -	\$ 163,091.00
C422 ALS Admin. Maint. & Oper.	\$ 1,145.00	\$ 119.00	\$ 922.95	\$ 1,145.00	\$ 1,145.00	\$ -	\$ 1,145.00	\$ 1,145.00	\$ 1,145.00	\$ -	\$ 1,145.00
C424 ALS Training/Travel (PM Only)	\$ 60,125.00	\$ 15,084.00	\$ 39,629.75	\$ 60,125.00	\$ 60,125.00	\$ -	\$ 60,125.00	\$ 60,125.00	\$ 60,125.00	\$ -	\$ 60,125.00
C425 ALS Contract Support (Direct)	\$ 8,146,276.00	\$ 4,011,175.00	\$ 3,401,936.16	\$ 8,275,823.00	\$ 8,514,273.00	\$ 238,450.00	\$ 8,504,273.00	\$ 8,285,823.00	\$ 8,524,273.00	\$ 238,450.00	\$ 8,509,273.00
C428 ALS Support (Services)	\$ 1,110,059.00	\$ 594,211.00	\$ 415,942.69	\$ 1,213,325.00	\$ 1,213,325.00	\$ -	\$ 1,272,828.00	\$ 1,035,235.00	\$ 1,035,235.00	\$ -	\$ 1,038,235.00
C429 ALS Data System (Phase I)	\$ 141,980.00	\$ 54,791.00	\$ 74,410.80	\$ 106,606.00	\$ 106,606.00	\$ -	\$ 88,768.00	\$ 107,327.00	\$ 107,327.00	\$ -	\$ 90,489.00
C441 EMS Training Admin. Wages/Benefits	\$ 231,090.00	\$ 135,443.00	\$ 74,848.90	\$ 244,713.00	\$ 280,042.00	\$ 35,329.00	\$ 272,196.00	\$ 236,867.00	\$ 272,196.00	\$ 35,329.00	\$ 272,196.00
C442 EMS Training Admin Maint. & Oper.	\$ 7,793.00	\$ 1,891.00	\$ 5,200.63	\$ 7,846.00	\$ 7,846.00	\$ -	\$ 6,346.00	\$ 7,883.00	\$ 7,883.00	\$ -	\$ 6,383.00
C445 EMS Training Support (Services)	\$ 258,890.00	\$ 148,028.00	\$ 87,561.90	\$ 257,905.00	\$ 279,644.00	\$ 21,739.00	\$ 275,569.00	\$ 133,046.00	\$ 165,234.00	\$ 32,188.00	\$ 160,784.00
C480 CPR/Public Info. & Education Support	\$ 193,500.00	\$ 68,652.00	\$ 107,433.00	\$ 194,192.00	\$ 204,784.00	\$ 10,592.00	\$ 178,944.00	\$ 197,671.00	\$ 217,652.00	\$ 19,981.00	\$ 184,812.00
C485 EMS Support	\$ 1,068,819.00	\$ 824,509.00	\$ 148,116.29	\$ 1,102,312.00	\$ 1,130,312.00	\$ 28,000.00	\$ 1,129,712.00	\$ 1,120,188.00	\$ 1,148,678.00	\$ 28,490.00	\$ 1,148,079.00
C489 EMS Data System (Phase II)	\$ 228,634.00	\$ 104,819.00	\$ 103,237.94	\$ 241,212.00	\$ 241,212.00	\$ -	\$ 195,200.00	\$ 242,736.00	\$ 242,736.00	\$ -	\$ 196,724.00
C401 Operating Transfer	\$ 4,614.00	\$ 3,076.00	\$ 1,122.74	\$ 21,399.00	\$ 21,399.00	\$ -	\$ 21,399.00	\$ 21,399.00	\$ 21,399.00	\$ -	\$ 21,399.00
TOTALS:	\$ 12,180,867.00	\$ 6,346,990.00	\$ 4,737,598.97	\$ 12,474,345.00	\$ 12,808,455.00	\$ 334,110.00	\$ 12,754,247.00	\$ 12,212,908.00	\$ 12,567,346.00	\$ 354,438.00	\$ 12,452,691.00

2016 Budget: \$ 12,180,867.00
 2016 Estimated Expenses: \$ 11,084,588.97
 Under Budget: \$ 1,096,278.03
 2016 Estimated Revenue: \$ 10,277,077.00
 Estimated Cash Flow: \$ (807,511.97)

Estimated 2017 Operating Expenses: \$ 12,754,247.00
 Estimated 2017 Capital Expenses: \$ 1,601,067.00
 TOTAL Estimated 2017 Expenses: \$ 14,355,314.00
 2017 Estimated Revenue: \$ 10,372,835.00
 Estimated Cash Flow: \$ (3,982,479.00)

Estimated 2018 Operating Expenses: \$ 12,452,691.00
 Estimated 2018 Capital Expenses: \$ 718,384.00
 TOTAL Estimated 2018 Expenses: \$ 13,171,075.00
 2018 Estimated Revenue: \$ 10,476,115.00
 Estimated Cash Flow: \$ (2,694,960.00)

EMERGENCY SERVICES

MEDIC ONE - RESERVE (Fund 1280)

10 YR Revenue and Expenditures Projections

	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019	Estimated 2020	Estimated 2021		
Beg Fund Balance:	10,501,413	10,854,775	11,220,338	11,527,901	11,929,422	12,383,434	7,349,509	4,702,584	2,020,659	(1,196,266)		
<u>Revenues</u>												
31 Taxes	67,904	63,910	68,156	100,535	75,000	75,000	75,000	75,000	75,000	75,000	75,000	Timber Excise Tax
33 Intergov't Revenues	93,264	8,753	42,027	75,323	55,000	55,000	55,000	55,000	55,000	55,000	55,000	DNR Timber and non-Timber sales
34 Charges for Goods/Svs	141	75	20	65	75	75	75	75	75	75	75	
36 Misc Revenues	161,904	115,996	108,285	123,337	133,000	133,000	120,000	85,000	50,000	35,000	35,000	Investment Earnings
39 Other Financial Sources	35,699	181,425	93,413	102,261	197,437	103,000	103,000	103,000	103,000	103,000	103,000	Timber Sales Tax
Total Revenues:	358,912.16	370,159.00	311,901.00	401,521.00	460,512.00	366,075.00	353,075.00	318,075.00	283,075.00	268,075.00		

<u>Expenditures</u>											
Interfund Payments	(5,550)	(4,596)	(4,338)	0	(6,500)	(5,400,000)	(3,000,000)	(3,000,000)	(3,500,000)	(3,250,000)	
Total Expenditures:	(5,550)	(4,596)	(4,338)	0	(6,500)	(5,400,000)	(3,000,000)	(3,000,000)	(3,500,000)	(3,250,000)	

Ending Fund Balance: \$10,854,775 \$11,220,338 \$11,527,901 \$11,929,422 \$12,383,434 \$7,349,509 \$4,702,584 \$2,020,659 (\$1,196,266) (\$4,178,191)
(Beg Fund Balance, plus Revenue, less Expenditures)

