

**Thurston County Medic One
Emergency Medical Services Council – Regular Meeting
Emergency Operations Center/ECC
May 21, 2014**

PRESENT: Dr. Tom Fell, Lenny Greenstein, Russ Hendrickson, Jim McGarva, Karen Valenzuela, John Ricks, Roger McMaster, Stan Moon, Greg Wright, Frank Kirkbride

EXCUSED: Margaret McPhee, John Christiansen, Rena Merithew, Dr. Larry Fontanilla

GUESTS: Mel Low, Terry Ware, Dale Putnam, Rick Geckler, Alex Christiansen

STAFF: Steve Romines, Fay Flanery

- I. **CALL TO ORDER/ROLL CALL** – Vice Chair Dr. Fell called the regular meeting of the Emergency Medical Services Council (EMSC) to order at 3:32 PM. Roll was recorded by staff.
- II. **APPROVAL OF AGENDA – MSC** (Greenstein/Moon) move to approve agenda with action on Old Business Item A to be brought back at the June meeting for action.
- III. **PUBLIC PARTICIPATION** – Romines took this opportunity to recognize Mel Low’s retirement and his 31 years of service to the EMS System. Vice Chair Dr. Fell presented Mel with a clock in appreciation for his commitment and contribution to the Thurston County EMS System. Mel Low shared some history in the EMS system and Thurston County. Mel continued that he supported the TRPC system study and the implementation of those recommendations that came from it.
- IV. **REVIEW AND APPROVAL OF MINUTES**
 - A. EMS COUNCIL – April 16, 2014 – **MSC** (Kirkbride/Hendrickson) move to approve.
 - B. OPERATIONS COMMITTEE – May 1, 2014 (Informational Only).
- V. **COMMITTEE REPORTS**
 - A. OPERATIONS COMMITTEE – Chair Wright reported the primary report from the Operations committee is the special projects work and will report on that under New Business Item A.
 - B. WEST REGION EMS COUNCIL– Romines reported the West Region council is working through budget shortfalls, adding that District 9 has offered office space to them however, they have a rental agreement they have to fulfill first.
 - C. STAFF REPORT– Romines highlight on items not included in the packet:
 - High School CPR is moving forward this year with over 1,000 students trained to-date. Fire District 3 has recently put on CPR training to an Alternative High School where we gained another 20 students trained.
 - Open Public Meetings Act – the EMS Council is required to have Open Public Meetings training. Medic One is anticipating a training session for this at the June or July meeting. We are required to have a certificate of completion on file for each member of the EMS Council. If a member has received the training elsewhere, they will be required to provide a copy of their certification to Medic One staff.
 - Surplus vehicle applications are due July 1, 2014.
 - Phone hardware/system upgrade coming in July to the Medic One building. TCOMM is upgrading their phone system and Medic One is on the same switch/system. This is an expenditure surprise of approximately \$4000 to the Medic One budget; however, funds are available in communications to cover the additional expense.
 - The Medic One 40th anniversary is August 6, 2014 and we are planning a celebration at the Indian Summer golf and country club. We typically celebrate on the 10 year mark which we have done in the past. Romines asked the Council if they were okay with the arrangement at Indian Summer, he added, they have waived the facility deposit fee. He continued to describe the celebration event details and requested approval from the Council to spend bequest funds out of the reserve fund to cover expenses. Council discussion followed with **MSC** (Valenzuela/Kirkbride) moving to authorize the Director to spend \$5,000 on this event. Council discussion continued surrounding the cost of the meals and cost to attend.
 - EMS Week – Romines presented the EMS week flyer and announced District 3 made a sign to attach to their vehicles for EMS week as well.

- Fire Chiefs meeting with Medic One staff – Medic One staff met with the Fire Chiefs to discuss issues the Fire Chiefs had with Medic One, a list of issues were developed and the group met again to vote on and prioritize the list. Most of this was information gathering, the next meeting will include staff responses to the list. Some items on the lists have already been completed.

VI. OLD BUSINESS –

- A. TRPC EMS System Report Steering Committee – Kirkbride handed out a Gantt chart showing the timelines for recommended implementation items. Kirkbride added this item is postponed for discussion and action to the June meeting. Council discussion followed.
- B. EMS Week May 18-24, 2014 – Romines reported the BOCC proclaimed May 18-24 as EMS week in Thurston County. Proclamations have been sent to all agencies.
- C. 2014 Business plan draft – Romines reported that the business plan is still in draft form waiting for the final accepted items to be implemented from the TRPC report. Once approved those items will be incorporated into the 2014 plan document.

VII. NEW BUSINESS –

- A. Special Projects Recommendations – Wright reported on the recommendation spreadsheet that was included in the packet, noting the special projects process is an annual process. He added, some years there are request for more than the budgeted \$10,000 and \$5,000 for SORT with some years less. Last year we had less, this year the committee recommendation is for \$13,386 and an additional \$4,972 for the SORT specific team requests. For a total of \$18,358 which \$15,000 is already budgeted. **MSC** (McMaster/Kirkbride) move to approve the total amount of \$18,358 staff will find funding and/or request from ending fund balance.
- B. Medic One 40th Anniversary – Romines reported in staff report.
- C. 2013 System Data presentation - Romines provided a PowerPoint presentation where he gave detail explanation of the system data reports included in the presentation. He added most of these reports will be posted to the Medic One website.

VIII. PUBLIC PARTICIPATION – None

IX. GOOD OF THE ORDER – None.

X. ADJOURNMENT – MSC Meeting adjourned at 5:29 PM.