

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

# AGENDA

October 19, 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 - September 21, 2016 & October 3, 2016
  - B. Ops Committee - October 6, 2016, Information Only
- V. COMMITTEE REPORTS
  - A. Operations Committee – Ops Chair or Representative
  - B. West Region EMS Council – WREMS Representative
  - C. Staff Report – Hardin

VI. OLD BUSINESS

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	<b>ITEM</b>	<b>PRESENTER</b>	<b>EXPECTED OUTCOME</b>
A.			
B.			
C.			

VII. NEW BUSINESS

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	<b>ITEM</b>	<b>PRESENTER</b>	<b>EXPECTED OUTCOME</b>
A.	Levy Restoration	Hardin	Discussion

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

**Thurston County Medic One  
Emergency Medical Services Council – Regular Meeting  
Emergency Operations Center/ECC  
September 21, 2016**

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**PRESENT:** Frank Kirkbride, Tom Fell, Paul Perz, Roger McMaster, Margaret McPhee, Eileen Swarthout, John Ricks, Bud Blake, Greg Wright, Jeannine Roe, Rena Merithew, Stan Moon

**ABSENT:** Larry Fontanilla, Michael Steadman

**EXCUSED:** Russ Hendrickson

**GUESTS:** Terry Ware, Alex Christiansen, Richard Gleckler, Karen Weiss, Brian Hamilton, Steve Brooks, Battalion Chief Fox, Meredith Hutchins

**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 3:32 PM. Roll was recorded by staff.
- II. **APPROVAL OF AGENDA – MSC** – Hambly asked to move the Joint Citizen Project before the 2017/2018 Budget approval. (Moon/Ricks) move to approve the agenda as amended.
- III. **PUBLIC PARTICIPATION** – None
- IV. **REVIEW AND APPROVAL OF MINUTES**
  - A. EMS COUNCIL – August 17, 2016 – **MSC** (Ricks/McMaster) move to approve as presented.
  - B. OPERATIONS COMMITTEE – No September meeting
- V. **COMMITTEE REPORTS**
  - A. **OPERATIONS COMMITTEE** – There was no September meeting, so there was no report. Chair McPhee asked Wright to report on the safety concern with transporting patients who may be a perpetrator. Wright informed the council that this issue was brought to a TCOMM meeting for a discussion with law enforcement. It was decided at this meeting to move the issue to an operations committee level. In the meantime, the general consensus is to provide assistance to the primary agency if needed (i.e. incident is in Lacey, an Olympia police officer could be asked to assist with transport).
  - B. **WEST REGION EMS COUNCIL** – Hambly reported: There will be a conference the last week of February 2017.
  - C. **STAFF REPORT**
    - Steve Romines cancer has returned to his pancreas. He is scheduled for chemotherapy next week.
    - Emergency Services Director will begin September 26<sup>th</sup>. In addition to Cindy retiring, Pete Suver (ALS Coordinator) is retiring October 31<sup>st</sup>, and both job descriptions are being reviewed by HR.
    - Preliminary Citizen CPR program 6 month review indicates 3,542 people trained in CPR (2015 6 month review was 1,254).
    - Medic Hiring: Oral Boards were on August 29<sup>th</sup> for 6 candidates that did not pass protocol exam. 3 of these candidates passed and 3 of them failed. The candidates who successfully completed the oral board will be required to pass (80%) the protocol exam within 30 days during their probationary period.
    - Paramedic Succession Planning: There are currently 60 paramedics online, and 2 vacancies. The expected number of vacancies in the next 2 years is 11.
    - St. Peter Hospital Clinical Agreement: We are trying to have one clinical agreement between SPH and Medic One, and the fire agencies. SPH will revise the latest draft agreement and forward to us for review.
    - Fall EMT Course: 32 applications were received. I changed their mind, I failed the AHA course, and 4 failed the pre-test, which means 25 moved forward to the initial EMT course September 6<sup>th</sup>. There are now 25 students in the course because 1 student dropped due to a planned family vacation.
- VI. **OLD BUSINESS**
  - A. 2017/2018 Budget Review: Hambly and Bush provided the revenue budget for approval, and the 2018 expense budget, which was not available at the last EMSC meeting. Frank Kirkbride asked why the 2017 budget is not based off the estimated expenses for 2016. If the budget is based off the 2016 budget, with increases, there is a

15% increase vs. a 4-5% increase. Stan Moon explained that 2016 was underspent because there were <sup>4A</sup> programs that didn't get initiated, staffing levels, etc. and these items are expected to be expensed in 2017. The council asked if we could combine the reports that were presented so there would be one report showing expense, revenue, beginning/ending fund balances, and the reserve account. Next month there will be a presentation explaining the need for a levy restoration.

**VII. NEW BUSINESS –**

- A. Joint Citizen CPR Project: Karen Weiss, paramedic with Lacey Fire, presented a project that she is hoping will help teach citizens the basics of chest compression only CPR. The goal is to reach 20,000 citizens in the year 2017. This project is a 360 spherical video which takes a person on a “ride-a-long” with paramedics on a cardiac arrest call. The public will be provided with a 360 spherical viewer and can be used with a smart phone.

**VIII. PUBLIC PARTICIPATION – None**

**IX. GOOD OF THE ORDER – None**

**X. ADJOURNMENT – Meeting adjourned at 5:19 PM.**

DRAFT

**Thurston County Medic One  
Emergency Medical Services Council – Special Meeting  
Emergency Operations Center/ECC  
October 3, 2016**

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**PRESENT:** Frank Kirkbride, Tom Fell, Paul Perz, Roger McMaster, Margaret McPhee, Eileen Swarthout, John Ricks, Greg Wright, Rena Merithew, Stan Moon, Michael Steadman

**ABSENT:** Larry Fontanilla, Russ Hendrickson, Bud Blake, Jeannine Roe

**EXCUSED:** Paul Perz

**GUESTS:** Steve Brooks, Meredith Hutchins, Scott LaVielle

**STAFF:** Kurt Hardin, Cindy Hambly, Sandra Bush

- I. **CALL TO ORDER/ROLL CALL** – Chair McPhee called the special meeting of the Emergency Medical Services Council (EMSC) to order at 3:31 PM. Roll was recorded by staff.
- II. **APPROVAL OF AGENDA – MSC –**
- III. **PUBLIC PARTICIPATION** – None
- IV. **REVIEW AND APPROVAL OF MINUTES**
  - A. EMS COUNCIL – No Minutes to approve
  - B. OPERATIONS COMMITTEE – No Minutes to approve
- V. **COMMITTEE REPORTS** – No committee or Staff Reports
- VI. **OLD BUSINESS**
  - A. 2017/2018 Budget Approval of Final: Hambly and Bush provided updated reports of the 2017/2018 Expense and Revenue Budget. Moon/Steadman move to approve the 2017/2018 Budget and it carried unanimously.
- VIII. **PUBLIC PARTICIPATION** – None
- IX. **GOOD OF THE ORDER** – None
- X. **ADJOURNMENT** – Meeting adjourned at 3:59 PM.

**THURSTON COUNTY MEDIC ONE  
OPERATIONS COMMITTEE ~ MEETING MINUTES  
EMERGENCY SERVICES CENTER  
October 6, 2016**

**PRESENT:** Steve Brooks, Tony Kuzma, Stewart Mason, Keith Flewelling, Brian Vancamp, Scott LaVielles, Dave Pearsall, Kathy Pace,

**ABSENT:** Jim Fowler, Wendy Rife, Larry Fontanilla, Russ Kaleiwahea

**EXCUSED:** Greg Wright, Alex Christiansen

**GUESTS:** Terry Ware, Amy Larson

**STAFF:** Kurt Hardin, Anna Lee Drewry, Cindy Hambly, Sandra Bush

- I. **CALL TO ORDER/ROLL CALL** – Vice-Chair Vancamp called the regular meeting of the Operations Committee to order at 2:06 PM. Staff recorded roll.
- II. **APPROVAL OF AGENDA –MSC** Sandra Bush asked to move Surplus Vehicles from New Business to Old Business. Vice-Chair Vancamp verbally approved this, but there was no motion for approval from the committee. This will go for approval at the November meeting.
- III. **PUBLIC PARTICIPATION** – Terry Ware asked to comment on the surplus vehicles matrix. Vice-Chair Vancamp asked if he could hold his comment until this agenda item is up for discussion.
- IV. **REVIEW AND APPROVAL OF MINUTES**
  1. Operations Committee – August 4, 2016 – **MSC** (Flewelling/Brooks) moved to approve as submitted.
  2. EMS Council – Draft August 17, 2016 & September 21, 2016 Mtg. (Informational Only)
- V. **COMMITTEE REPORTS**
  - A. WEST REGION – Brooks reported: 1) Allenmore Hospital has applied for a level IV trauma designation. 2) Whillapa Harbor said they will be the fiscal agent for the WHEERS radio system. The lease is \$16,000 and this will be shared among 14 agencies (Medic One may be one of the agencies).
  - B. SUBCOMMITTEES
    1. Equipment Committee (EqC) – No report.
    2. Mass Casualty Incident (MCI) Committee – No report.
    3. Training Advisory Committee (TAC) – Hambly reported minutes from the September 21, 2016 meeting:
      - 1) Future meeting dates will be the third Mondays on odd months from 11:00 – 12:00 pm; however, October 17<sup>th</sup> will be the exception as there are items that need review and further discussion before the end of the year. 2) FD 13 has concern regarding expired medication and supplies. Anna Lee Drewry will consult with Alan (Medic One staff) about this. 3) The Healthcare Provider Course (HCP) is a prerequisite for the EMT course. The objectives of this course has changed and is now called a BLS course, and it does not include items like 2 person adult CPR, evaluation of defibrillation working as a team, and child CPR. Medic One staff, in conjunction with AHA faculty and instructors, developed a pilot course to meet the HCP objectives. The course is 8 hours, with 4 hours in the morning covering BLS, and if the student passes the BLS portion then they move on to the afternoon course which covers objectives from HCP. 4) The next EMS evaluator workshop will be January 28, & 29 of 2017 and will be held at Medic One. 5) 2017 OTEP: Jim Brown, Olympia Fire, offered to host an optional individual skills lab day for EMS providers; Jeff Holguin will be going around the County, talking about mental health issues and how to communicate with patients that have Alzheimer's, Schizophrenia, etc. The classes will probably be quarterly; still waiting for King County to announce the subjects for EMS on line in 2017. 6) Next year EMT's will be instructed how to draw and administer EPI rather than use the \$600 EpiPen. 7) TAC would like some portion of MCI to be covered annually and working up to maybe a County wide drill. 8) Drewry met with the SEIs to discuss the Instructor/Evaluator workshop for 2017 and some suggestions were to evaluate 3 of the 5 skills that they do for the annual skills requirement, and all

- instructors pass the online protocol exam. 8) Staff is working on streamlining the reciprocity process. 9) Staff and IT are developing a computerized protocol test. When this is developed and ready for implementation, agencies will be notified of the start date. 10) Lannette Dyer with West Thurston brought up the need for a “completion certificate” for people who want to maintain their NREMT.
4. Transportation Resource Utilization Committee (TRU) – Chief Brooks said the committee wanted to let the new EMS Director get settled before sitting down with some global recommendations about how things as a system may want to be looked at as long term.
  5. STAFF REPORT –
    - Cindy provided an update on Steve Romines.
    - Pete Suver has announced his retirement, effective October 31<sup>st</sup>.
    - On October 3<sup>rd</sup> EMS Council recommended to approve the 2017/2018 budget. October 11<sup>th</sup> is the presentation to the BOCC for approval.
    - Paramedic candidates who recently passed the oral board will be required to pass (80%) the protocol exam within 30 days during their probationary period.
    - Paramedic Succession Planning: There are currently 60 paramedic online; 1 paramedic not assigned to an online medic unit; 2 paramedic vacancies; 11 expected vacancies in the next 2 years.
    - SPH will revise the Clinical Agreements and forward to staff for review.
    - The reciprocity process is being updated to include more involvement at the EMS level.
    - There were 24 students in the Fall EMT course but 1 dropped due to a planned family vacation and 1 dropped due to conflict with a college course.
    - NIMS online training available at <http://training.fema.gov/EMlweb/IS/is700.asp>

## VI. OLD BUSINESS

- A. EMS Council Action Report – 1) Brooks explained the CPR program Karen Weiss has been working on. The goal in 2017 is to train 20,000 people in Thurston County how to perform chest compression CPR, and Karen has partnered with the University of Washington to educate the public. The Lacey & West Olympia movie theatre will provide a 1 minute PSA, 5 minutes before a film begins, about the importance of CPR. There is also a virtual reality training element that can be used with a smart phone. 2) Vancamp provided an update on the budget. This has been recommended for approval by the EMSC. Hardin said a draft budget goes before the BOCC October 11<sup>th</sup>.
- B. Cab Vouchers/Lyft - Brooks provided an update on the alternative use for transport and if it would be possible to have a public use of transportation. There was consideration for using Intercity Transit and Dial a Lift but neither seemed like viable options in real time. Pete Suver has reached out to St. Peter’s Hospital about the use of cab vouchers and he has been provided a copy of the voucher form utilized at St. Peter’s E.R. The form is provided to the cab when they arrive which has the patient’s name, destination and the authorizing individual. An invoice is then generated by the cab company and sent to the respective facility. There will need to be discussion with the new EMS Director about the cost involved with using alternative transportation for patients, and if the system would want to support this if it was made available on the BLS and ALS vehicles, or does each agency need to try and find the capacity for this. If Uber Lyft is used there would need to be a credit card on file for each application that is used. Is this an option as a coordinated effort county wide vs. each agency trying to manage it?
- C. Responders Safety – Chief Vancamp is asking if there is warranted need for further discussion about this issue. Additional training for paramedics/EMTs will be discussed at the Training Advisory Committee meeting. Operational procedures and what resources are available will be discussed at the next Fire Law Advisory Committee meeting (October 11<sup>th</sup>).
- D. Surplus Vehicles – Terry Ware had public participation comments regarding the Surplus Vehicles Matrix Form. Tenino and East Olympia should not have been coded as Transport Agencies, but rather as EMS Agencies. The August Operations Committee meeting called for changes to the Surplus Vehicles matrix form. These changes have been made and is presented to the committee for further discussion. (LaVielle/Kuzma) moved to approve the methodology as revised and this carried. As a result of changing the agency type for

Tenino and East Olympia, there is updated scoring. (Vancamp/Mason) move to approve the new scoring and this carried. As a result of the new scoring there is a total point tie between 3 agencies.

## **VII. NEW BUSINESS**

**VIII. GOOD OF THE ORDER – Surplus Vehicles:** The committee has asked staff to bring back a policy and procedure for tie breaking, and it was recommended to have the first tie breaker be determined by which agency has never received a surplus vehicle and the second tie breaker be determined by the date the surplus application is received by Medic One.

**IX. ADJOURNMENT - 3:22 PM**



**Steve Romines update**

**ALS Coordinator:**

**Pete Suver announced he will retire October 31<sup>st</sup>. Announcement for his position will be advertised after HR review.**

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). **CPR Outreach Coordinator is working with Thurston County HR to achieve a goal of all Thurston County employees trained in CPR.**

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. Expense budget approved by EMS council August 17<sup>th</sup>. Revenue budget to EMS Council September 21<sup>st</sup>. **October 3<sup>rd</sup> EMS Council approved budget. October 11<sup>th</sup> presentation to BOCC for approval.**

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 6<sup>th</sup>, 4 candidates passed the written assessment and 1 candidate passed the oral board on May 9<sup>th</sup>. Oral board August 29<sup>th</sup> 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. Currently 3 candidates on the hiring list. **Next paramedic testing process in November.**

**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

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. **Willipa Harbor Hospital will be the fiscal agent for the lease contract for WHEERS. 16 agencies (including Medic One) will share in the least cost of approx.. \$16,000.00 per year.**

WREMS: Per WREMS contract Thurston County will need to submit min/max to WREMS by December 2016. **This item will be placed on November EMS Council agenda.**

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

**TRAINING:**

**Reciprocity Process Update: We are updating the Reciprocity Process to include more involvement at the EMS agency level. December we will send a checklist to assist departments with their new candidates. We will also update the pamphlet to include information about the on-line practice protocol exam.**

Fall EMT Course 16-2 applications will be sent out July 20<sup>th</sup>. Pre-requisite CPR HCP course is scheduled for August 20<sup>th</sup> 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 6<sup>th</sup>. Currently 24 students (1 dropped due to planned family vacation, 1 dropped conflicting college course).**

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