

**THURSTON COUNTY MEDIC ONE
OPERATIONS COMMITTEE ~ REGULAR MEETING
EMERGENCY SERVICES CENTER/EOC**

October 6, 2016

2:00 PM

AGENDA

- I. CALL TO ORDER/ROLL CALL
- II. APPROVAL OF AGENDA
- III. PUBLIC PARTICIPATION
- IV. REVIEW AND APPROVAL OF MINUTES
 - A. Operations Committee - August 4, 2016 Meeting
 - B. EMS Council - August 17, 2016 & September 21, 2016 Meeting (Informational Only)
- V. COMMITTEE REPORTS
 - A. West Region EMS Council
 - B. Subcommittees
 - 1. Equipment Committee (EqC) – Chair or Representative
 - 2. Mass Casualty Incident (MCI) Committee – Chair or Representative
 - 3. Training Advisory Committee (TAC) – Chair or Representative
 - 4. Transportation Resource Utilization Committee (TRU) – Chair or Representative
 - C. Staff Report

VI. OLD BUSINESS

ITEM	PRESENTER	EXPECTED OUTCOME
A. EMS Council Action Report	Vancamp	Information
B. Cab Vouchers/Lyft	Brooks	Update
C. Responders Safety	Vancamp	Discussion
D.		

VII. NEW BUSINESS

ITEM	PRESENTER	EXPECTED OUTCOME
A. Surplus Vehicles	Vancamp	Discussion
B.		
C.		
D.		
E.		

VIII. GOOD OF THE ORDER -

IX. ADJOURNMENT

**THURSTON COUNTY MEDIC ONE
OPERATIONS COMMITTEE ~ MEETING MINUTES
EMERGENCY SERVICES CENTER
August 4, 2016**

PRESENT: Greg Wright, Steve Brooks, Mike Matousek, Stewart Mason, Keith Flewelling, John Wood, Russ Kaleiwahea, Brian Vancamp

ABSENT: Jim Fowler, Wendy Rife, Alex Christiansen, Larry Fontanilla, Tony Kuzma

EXCUSED: Dave Pearsall, Scott LaVielle, Jody Halsey, Kathy Pace

GUESTS: Terry Ware, Mark Gregory

STAFF: Cindy Hambly, Sandra Bush

I. CALL TO ORDER/ROLL CALL – Chair Wright called the regular meeting of the Operations Committee to order at 2:00 PM. Staff recorded roll.

II. APPROVAL OF AGENDA –MSC (Brooks/Wood) moved to approve.

III. PUBLIC PARTICIPATION – None.

IV. REVIEW AND APPROVAL OF MINUTES

1. Operations Committee – July 7, 2016 – **MSC** (Flewelling/Brooks) moved to approve as submitted.
2. EMS Council – Draft July 20, 2016 Mtg. (Informational Only)

V. COMMITTEE REPORTS

A. WEST REGION – Hambly reported: WREMS attended the July EMSC meeting (see staff report)

B. SUBCOMMITTEES

1. Equipment Committee (EqC) – No report.
2. Mass Casualty Incident (MCI) Committee – No report.
3. Training Advisory Committee (TAC) – No report.
4. Transportation Resource Utilization Committee (TRU) – Chief Brooks commented on Cab vouchers and Lyft availability for patient transportation and asked if there is interest in having this put in the budget as a pilot program for a period of time. This will be added as new business to the October Ops meeting, for discussion.
5. STAFF REPORT –
 - Emergency Services Director position: 5 candidates were interviewed by two separate panels on July 22, 2016. The panel's recommendations were forwarded to the BOCC.
 - The budget committee meets August 9th for a third review.
 - Medic Hiring: Next hiring exam is scheduled for October. MPD will interview candidates and he may make an exception to help move more candidates forward to oral boards.
 - WHEERS: The arrangements with Providence Foundation and Providence SW fell through so WREMS is going to contact Capital Medical Center to ask for assistance.
 - WREMS: Per WREMS contract, Thurston County will need to submit min/max to WREMS by December 2016.
 - SPH Clinical Agreement: Medic One received a draft agreement for all agencies to sign; however, there were still modifications that needed to be made. There is a meeting scheduled for the week of August 15th to meet with SPH.
 - Fall EMT Course: Pre-requisite CPR HCP course is scheduled for August 20th at Station 95.

VI. OLD BUSINESS

A. EMS Council Action Report – Wright reported: After discussion, the ALS Contracts were moved and passed to send to the BOCC for approval. With regards to the overtime back-fill on assigned licensed EMS units, Wright discussed the issue of not enough paramedics on a hiring list, and the overtime back-fill is a way

to share the cost. This is offered to BLS agencies, as well as ALS agencies. Wright also encouraged suggestions from agencies on recruiting paramedics.

- B. Surplus Vehicles – Included in the meeting packet is a revised matrix for surplus vehicles. The revised matrix includes an additional column for “years on list” and “last vehicle received”. After discussion with the committee it was decided to remove the column for “years on list”, change the “BLS Agency” column to read “agency type”, remove the column for “prev received unit”, remove the “current # of B/U”, and change the “add or replace” to include maintain service, new service, or place in reserve. This will be discussed at the next Ops meeting as Old Business.
- C. Discussion with Law Enforcement - Brooks reported: There was a meeting, immediately following the TCOMM Operations meeting, discussing two issues with safety. First issue, transporting a patient who has an unknown status or a perpetrators status. Second issue, private ambulances being called directly by law enforcement and circumventing the fire districts. Keith Flewelling said there is a commitment to put this on the agenda for the Fire Liasons and Law Enforcement Users Group for TCOMM agenda, as an ongoing discussion. EMS Operations will add to the October meeting agenda as new business, “responders safety”, to include equipment, procedures, training, and law enforcement.

VII. NEW BUSINESS

VIII. GOOD OF THE ORDER – Wright suggested to cancel the September meeting since it will be the Thursday before Labor Day and the committee agreed.

IX. ADJOURNMENT - 3:35 PM

**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 ^{4B}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.

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

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 26th. In addition to Cindy retiring, Pete Suver (ALS Coordinator) is retiring October 31st, 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 29th 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 6th. 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 ^{4B} 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 SURPLUS VEHICLE DISPOSAL RECOMMENDATIONS

APPLICANT	DATE REQUEST RECEIVED	TOTAL POINTS	LAST VEHICLE REC'D < 5 yrs = 0 5 - 10 yrs = 1 > 10 yrs = 2 None = 3	AGENCY TYPE Transport Agency = 2 EMS = 1 Other = 0	CALL VOLUME > 1000 = 2 < 1000 = 1	ADD OR REPLACE? Maintain svc = 2 New svc = 1 Reserve or b/u = 0	COMMENTS
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CURRENT

9/29/2016

WTRFA	2014	8	3	2	1	2	
TCFD 12 TENINO	2014	7	2	2	1	2	
LACEY FD 3	2014	7	1	2	2	2	
TCFD 6 EAST OLYMPIA	2016	7	3	2	1	1	
TCFD 8 SOUTH BAY	2014	6	2	2	1	1	
TCFD 16 GIBSON	2014	5	0	2	1	2	
		0					
		0					
		0					
		0					
		0					

*These requests are in order by the original application process

RECENT SURPLUSSED

CITY OF OLYMPIA		5		2	2	1	COMPLETED 2015
TCFD 17 BALD HILLS		4		2	1	1	COMPLETED 2015
TCFD 9 - McLANE		5		2	1	2	COMPLETED 2013
TCFD 16 GIBSON		5		2	1	2	COMPLETED 2013
BUCODA		0					COMPLETED 2013 (SPRINT UNIT)
TCFD 7 - NORTH OLYMPIA		4		2	1	1	COMPLETED 2011
TCFD 3 - LACEY		5		2	2	1	COMPLETED 2011