

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

November 3, 2016

2:00 PM

AGENDA

- I. CALL TO ORDER/ROLL CALL
- II. APPROVAL OF AGENDA
 - a. November 3, 2016
 - b. October 6, 2016 (Discussion and approval of agenda)
- III. PUBLIC PARTICIPATION
- IV. REVIEW AND APPROVAL OF MINUTES
 - A. Operations Committee - October 6, 2016 Meeting
 - B. EMS Council - October 19, 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.	Housekeeping issue from October Mtg.	Wright	Approve/Disapprove
B.	EMS Council Action Report	Wright	Information
C.	Surplus Vehicles – Tiebreaker Policy & Procedure	Hardin	Approve/Disapprove

VII. NEW BUSINESS

	ITEM	PRESENTER	EXPECTED OUTCOME
A.	AMR Rate Increase	Tony Kuzma	Discussion
B.	WREMS Min/Max	Hardin	Discussion
C.	Continue/Discontinue use of Tablets	Hardin	Discussion
D.	Staff Report Revision	Hardin	Discussion
E.			

VIII. GOOD OF THE ORDER -

IX. ADJOURNMENT

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 - August 4, 2016 Meeting
Committee
 - 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	Wright	Information
B.	Cab Vouchers/Lyft	Brooks	Update
C.	Responders Safety	Wright	Discussion
D.			

VII. NEW BUSINESS

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

VIII. GOOD OF THE ORDER -

.

IX. ADJOURNMENT

**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 LaVielle, 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 17th 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. Follow up next meeting. 3) The Healthcare Provider Course (HCP) is a prerequisite for the EMT course. The objectives of this course have 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 current AHA objectives. If the student passes this portion then they move on to the afternoon course which covers objectives not included in the morning.. 4) The next EMS evaluator workshop will be January 28, & 29 of 2017 and will be held at Medic One. 5) 2017 OTEP: Olympia Fire, offered to host an optional individual skills lab day for EMS providers; Jeff Holguin will provide training regarding mental health issues and how to communicate with patients that have Alzheimer's, Schizophrenia, etc. This class will probably be conducted quarterly around the county 6) Staff is still waiting to hear from King County for 2017 EMS Online courses . 7) Next year EMT's will be instructed how to draw and administer EPI. 8) Per TAC recommendation, they are requesting yearly MCI training (different segments every year) and hopefully be able to conduct a County wide drill in the future 9) Drewry met with the SEIs to discuss the Instructor/Evaluator workshop for 2017 and some suggestions were: evaluate 3 of the 5 required annual skills and for all instructors to pass a protocol exam. 10) Staff is

- working on streamlining the reciprocity process. 11) Staff and IT are developing a computerized protocol test. 12) Dyer brought up the need for “completion certificates” for people who want to maintain their NREMT. Staff will look into what NREMT requires for documentation.
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 31st.
 - On October 3rd EMS Council recommended to approve the 2017/2018 budget. October 11th 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/EMIweb/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 11th.
- 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 11th).
- 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

**Thurston County Medic One
Emergency Medical Services Council – Regular Meeting
Emergency Operations Center/ECC
October 19, 2016**

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

ABSENT: Bud Blake, Jeannine Roe

EXCUSED:

GUESTS: Terry Ware, Mark Gregory, Tony Kuzma, Alex Christiansen

STAFF: Kurt Hardin, Cindy Hambly, Pete Suver, Alan Provencher

- I. **CALL TO ORDER/ROLL CALL** – Chair McPhee called the special meeting of the Emergency Medical Services Council (EMSC) to order at 3:30 PM. Roll was recorded by staff.
- II. **APPROVAL OF AGENDA – MSC** – (Kirkbride/Merithew) move to approve
- III. **PUBLIC PARTICIPATION** – None
- IV. **REVIEW AND APPROVAL OF MINUTES**
 - A. EMS COUNCIL – Minutes were not approved for the September 21st and October 3rd meeting. These minutes will be asked for approval at the November meeting.
 - B. OPERATIONS COMMITTEE –
- V. **COMMITTEE REPORTS**
 - A. **OPERATIONS COMMITTEE:** Greg Wright reported for the Operations Committee: 1) Still working on the procedure for surplus vehicles. 2) Still in the information gathering phase for the use of cab vouchers, for patients who need a non-emergency form of transportation (i.e. release from hospital, etc.)
 - B. **WEST REGION:** No report
 - C. **STAFF REPORT:** Kurt Hardin reported:
 - Pete Suver is retiring, effective October 31, 2016. This position is being restructured and the title will change from ALS Coordinator to ALS Program Manager.
 - CPR Outreach Coordinator is working with Thurston County HR to train all County employees on CPR. There is discussion about getting all State employees trained as well.
 - The 2017/2018 Budget was presented to the BOCC on October 11th, for information only. There was only one question from the BOCC and it was on a \$28,000 line item for BLS funds.
 - Paramedic testing will be done in November.
 - Willapa Harbor Hospital will be the fiscal agent for the WHEERS contract. 16 agencies (including Medic One) will share in the cost of this contract which is approx., \$16,000 per year.
 - SPH will revise the clinical agreements and forward to Medic One for review.
 - Hambly reported: The reciprocity process is being updated to include more involvement at the EMS agency level. There are currently 24 students enrolled in the Fall EMT course.
- VI. **OLD BUSINESS** – None
- VII. **NEW BUSINESS**
 - A. Levy Restoration: Pete Suver presented the committee with an overview on where Medic One is with the levy and whether the levy needs to be restored. Staff recommends the levy restoration in 2017, with a restoration amount undetermined at this time. (Ricks/Fell) move to recommend to the BOCC that levy restoration go on the ballot in 2017. Frank Kirkbride and Greg Wright opposed (Wright opposed because Olympia prefers for it to not be on the ballot the same time as Olympia). Eileen Swarthout abstained because she needs to consult with the Tumwater Council. Chair McPhee assigned a committee to help work with the levy issue. The levy committee will consist of Margaret McPhee, Stan Moon and Paul Perz.

VIII. PUBLIC PARTICIPATION – None

- IX. **GOOD OF THE ORDER** – Wright reported for the Operations Committee. There is an increased problem^{4B} with getting enough BLS ambulances and the Transport Utilization Committee is meeting about this.
- X. **ADJOURNMENT** – Meeting adjourned at 5:11 PM.

DRAFT



Medic One POLICY

I. POLICY NUMBER:	
II. POLICY TITLE:	Surplus Vehicle Matrix Tiebreaker
III. EFFECTIVE DATE:	November 1, 2016
IV. RELATED POLICIES:	
V. AUTHORIZATION REFERENCES: RCW: WAC:	
VI. SCOPE:	
VII. DEFINITIONS:	
VIII. POLICY PURPOSE:	Establish a fair method of deciding which agency will be first to receive a surplus vehicle when two or more agencies tie on the matrix system.
IX. POLICY STATEMENT:	The Surplus Vehicle Matrix consists of a scoring mechanism based on the following: When the last surplus vehicle was received, the agency type, the call volume, and if the surplus vehicle request is for an additional vehicle, a replacement vehicle, or a backup vehicle. The matrix also includes a column for the date the request was received by Medic One. The tiebreaker will be determined first by which department has never received a surplus vehicle, and second by the date the application was received (Medic One dates all applications by received date). Whichever application is received first will determine the second tiebreaker.
X. ATTACHMENTS:	
RECORD OF ACTION:	
Adopted Date: _____	
Signature: _____ Chairperson, Emergency Medical Services Council	
RECORD OF ACTION:	
Amended Date: _____	
Signature: _____ Chairperson, Emergency Medical Services Council	
RECORD OF ACTION:	
Rescinded Date: _____	
Signature: _____ Chairperson, Emergency Medical Services Council	

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
-----------	-----------------------	--------------	---	--	---	---	----------

CURRENT

10/27/2016

WTRFA	2014	8	3	2	1	2	
LACEY FD 3	2014	7	1	2	2	2	
TCFD 12 TENINO	2014	6	2	1	1	2	
TCFD 6 EAST OLYMPIA	2016	6	3	1	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