

**THURSTON COUNTY MEDIC ONE
OPERATIONS COMMITTEE ~ REGULAR MEETING
EMERGENCY OPERATIONS CENTER/ECC
February 7, 2013**

PRESENT: Greg Wright, Brian VanCamp, Steve Brooks, John Carpenter, Karen Hoffman, Jim Fowler, Mike O'Dell (RN), Mel Low, Larry Fontanilla MD (MPD), Terry Ware

EXCUSED: Kathy Pace, Jim Quackenbush

ABSENT: Dave Johnson, Wendy Kruse

GUESTS: Greg Pulver, Bill Hurley MD (Asst. MPD)

STAFF: Steve Romines, Fay Flanery, Cindy Hambly, Alan Provencher

- I. **CALL TO ORDER/ROLL CALL** - Chairman Wright called the regular meeting of the Operations Committee to order at 2:02 PM. Roll was recorded by staff.
- II. **APPROVAL OF AGENDA – MSC** (Hoffman/Brooks) to approve the agenda.
- III. **PUBLIC PARTICIPATION** – Chair Wright requested a moment of silence to remember Janet Duncan who passed away January 29, 2013. Chief Fowler reported there will be a memorial service for Janet on February 16, 2013 at 10:00 AM at the Tenino High School Gymnasium with a reception following in the commons area. Any donations will go to the Tenino City to support keeping the City pool open or donations can be made to the Humane Society. If any agency is able to send apparatus support, please email Chief Fowler and copy Chief Robert Scott.
- IV. **REVIEW AND APPROVAL OF MINUTES**
 - A. OPERATIONS COMMITTEE – January 3, 2013 **MSC** (Brooks/Carpenter) to approve.
 - B. EMS COUNCIL – December 19, 2012 – (Informational Only). January meeting canceled
- V. **COMMITTEE REPORTS**
 - A. WEST REGION – Romines reported the WREMS conference is being held this weekend beginning Friday, February 8, 2013 and is being held at the Great Wolf Lodge. Conference attendance so far is just under last years and over the “break-even” point. Hambly reminded folks that the only personnel who get in free are those who are on shift and responding to that area.
 - B. SUBCOMMITTEES
 - A. Equipment Committee (EqC) – Provencher handed out the Equipment Committee minutes and highlighted:
 - Equipment Committee met in January
 - Justin LeDoux (OFD) demonstrated a lifter strap he developed to the committee and the strap will be placed in a field trial
 - Soft Sling has Committee approval for use but will not be a stocked item, will be a special department order
 - Next meeting will be February 20, 2013
 - B. Mass Casualty Incident (MCI) Committee – Hambly reported the MPD has required MCI training in OTEP this year, hope to have it all completed by June. This is required training. There will be 3 make-up classes in October.
 - C. Training Advisory Committee (TAC) – Hambly handed out January minutes and reported there was an Instructor/Evaluator workshop held in late January resulting in 9 new instructors. There will be a total of 238 classes in 2013 both OTEP and Initial Classes. The OTEP classes are concentrated in the first half of the year which causes extra strain on the instructors and evaluators to get them all in and done, next year you may be requested to spread them out over the whole year. The Initial EMT class

will start March 4, 2013 at Station 95. The healthcare provider class will be held February 16, 2013 (prerequisite for the EMT class). Dr. Fontanilla added there are 2 changes to be aware of from a cardiac arrest point, the survival rates may have slipped a little this year and appears to correlate to lower CPR density scores. The two points we will focus on is reducing or eliminating long pauses; and interposed respirations.

D. STAFF - Romines highlighted on Staff report handout:

- System operational review is underway and TRPC has continued to meet and gather data from Chiefs and Commissioners. They have also pulled data from our system. TRPC is expected to meet with Council again at their March meeting.
- Legislative updates
- Protocol update – we are looking at a contract with a vendor to develop a mobile application (app) for use on cell phones or tablets for free.
- Draft annual performance statistical data reports
- CPR class calendar updated format on our website

VI. OLD BUSINESS

- A. 2013 Special Projects Policy/Process – Wright began by reviewing last meetings discussions where he asked if there were any changes to be made to the Special Projects process (specifically questions raised by Janet Duncan). Wright explained he did not believe he presented the question as it was originally raised. Wright paraphrased Duncan's original question, should you get more credit in the scoring of a Special Project request if you have a smaller BLS budget than a larger one? Wright asked the committee if, with this new information, is there any energy to reopen the discussion on Special Projects and Special Projects scoring? Committee discussion followed with Romines handing out the current scoring matrix and explaining details of how the matrix works. Wright addressed the committee to ask again if anyone had interest in revisiting the Special Projects process. Consensus of the group was to not make any changes at this time.

Steve Brooks requested that the SORT team (hosted by district 9) come forward and make a single request on behalf of all SORT members for the dollars available under the line designated for SORT. The question came forward to see if there was a way to distribute the funding without proof of the expense in advance of requesting reimbursements since the funding is set-aside for SORT specific. The Committee had extensive discussion surrounding the requirements for reimbursement. Wright recapped the discussions, only one entity (FD #9) will make requests on behalf of the SORT team, no we will not change the grant - it will continue to require proof of matching for reimbursements. Hardship match request has always been an option. No changes to the Special Projects process this year. If the SORT team has a need that they want to bring back as a separate item for another meeting.

VII. NEW BUSINESS

- A. Medic One Policies Review – Romines provided an overview of the past work process that was done on the policies. Romines continued at this point we would like to have the committee review the policies that the Operations Committee has already approved to go to EMS Council to make sure there are no other updates to them to move forward to EMSC. The Committee requested that all the policies be provided in the approved policy format and brought back. The Committee also requested a policy/procedure be drafted for the development and maintenance of policies.

VIII. GOOD OF THE ORDER – None

IX. ADJOURNMENT - The meeting adjourned at 3:43 PM.