

**THURSTON COUNTY MEDIC ONE
OPERATIONS COMMITTEE ~ MEETING NOTES
EMERGENCY OPERATIONS CENTER/ECC
February 6, 2014**

PRESENT: Greg Wright, Brian VanCamp, Jim Quackenbush, Steve Brooks, Jim McGarva, Jody Halsey, Mel Low, Larry Fontanilla MD (MPD), Kathy Pace, Tony Kuzma, Scott Puhalla, Jim Fowler

BSENT: Dave Johnson

GUESTS: Bill Hurley

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 2:04 PM. Roll was recorded by staff. Updated roster sheet was passed out, Chair Wright requested committee members complete and return to Flanery.
- II. APPROVAL OF AGENDA** – MSC (McGarva/Brooks) move to approve.
- III. PUBLIC PARTICIPATION** – None
- IV. REVIEW AND APPROVAL OF MINUTES**
 1. Operations Committee – December 5, 2013 – MSC (Brooks/Low) move to approve.
 2. EMS Council – January 15, 2014 (Informational Only)
- V. COMMITTEE REPORTS**
 - A. WEST REGION – Romines reported the annual WREMS conference is set for February 7, 8 & 9, 2014 at the Great Wolf Lodge.
 - B. SUBCOMMITTEES
 1. Equipment Committee (EqC) – Provencher reported on the draft minutes passed out and highlighted on XXL gloves found and will order as needed they are not a stock item and made note of a Vivid Track intubation camera that is essentially a video laryngoscope that we are currently doing a trial run on, it's a disposal type scope.
 2. Mass Casualty Incident (MCI) Committee – Hambly commented there will be an MCI training exercise at the WREMS conference.
 3. Training Advisory Committee (TAC) – Hambly reported on the minutes handed out highlighting:
 - Instructor/Evaluator workshop – 46 attendees with 11 new instructors
 - New procedure 8 - Reissuance procedure
 - Healthcare providers - ACLS & PALS endorsement for our providers
 - Next meeting February 19, 2014Committee questions followed regarding the new Reissuance procedure resulting in minor edits brought back.
 - C. STAFF Report – Romines reported on the staff report that was included in the meeting packet. He highlighted on the following:
 - There is a memorial for Kathy Estes husband to be held Saturday at 2:00 at the Odd Fellows Park.
 - Medic One 40th year anniversary is this year and would like to start a perpetual plaque for EMS providers who have been in the Thurston County EMS system and retiring with 25+ years of service
 - Janet Kastil with Washington State EMS systems retiring recognition at EMS Council
 - TRPC Steering Committee has requested 2 additional members to act on the committee; in addition, they have acted on 2 items; 1) to have staff add agendas and minutes on the website for both EMS Council and Operations Committee 2) approve the bylaws change to add a 4th citizen at large physician position and to reinstate the City of Lacey's position on the Council.
 - The State EMS Steering Committee is seeking input for key performance indicators which are used to measure EMS systems effectiveness.
 - 2013 Finalized Business Plan currently being updated

- Legislative update
- EMT course completed with 14 graduates
- High School CPR program update
- Nurseline update
- BLS response time report
- Hambly reported the resuscitation percent rate in Thurston County is now at 50%

VI. OLD BUSINESS

- A. EMS Action Update – Chair Wright reported the EMS Council Steering committee is working through the TRPC report recommendations and expects there will be some tasks shifted to the Operations Committee. They want to get the membership component worked out prior to any other work.
- B. Communicable Disease Exposure Plan – Hambly reported we are in the final stages of completing the policy, Mallory Barnes concurred and added that the EMS component is done and a final meeting will take place to complete the policy. Dr. Fontanilla added that if there is an exposure the process should always be to check into the ER at St. Peters Hospital and they will handle it from there. Group Health has stepped up to support 24 hour communicable disease exposures and follow up for EMS providers.

VII. NEW BUSINESS

- A. Ambulance License Renewal - Flanery reported that each year the private ambulance companies are required to apply for an ambulance business license in Thurston County. Medic One staff accepts the application, does a rate comparison analysis which includes fire agency transport for fee service along with an application check list. Once complete, the summary check list is brought to Operations Committee for acknowledgement for completeness and Medic One staff then forwards them to the Auditor's office for processing. **MSC** (Brooks/Fontanilla) move to accept.
- B. Nominations Committee Appointment– Wright prepared to appoint a committee when a motion and second was made by McGarva/ Low to move the current slate of officers forward, a unanimous agreement by all members. Vice-Chair VanCamp opened the floor and called for nominations, none made, all in favor of current Chair Wright to continue as Chair for 2014. Chair Wright called for nominations for Vice-Chair were opened to the floor, no additional nominations were made, and Vice-Chair VanCamp was unanimously voted to continue as Vice Chair, all in favor.
- C. Special Projects Process – Chief Wright provided some history on the special projects process noting that each year a review of the process is looked at to see if it still meets the goal. Romines added the special projects process/procedure and application was included in the packet and added it is available to any EMS agency in Thurston County noting it is a competitive process. A subcommittee is appointed who reviews all applications and makes recommendation to the Operations Committee. Committee discussion followed surrounding SORT requests, Romines clarified that SORT has a separate funding of \$5000 and all SORT requests are forwarded to the SORT team approval. **MSC** (Low/Fowler) move to accept the process as presented. Romines added the vehicle surplus applications are also available and there will be 2 surplus Medic Units in 2014.

VIII. GOOD OF THE ORDER – Chair Wright reported on a 2013 attendance summary report noting that the Sheriff's department has not attended any meeting during 2013. Committee discussion followed with Chief Wright and Chief Brooks making contact with Thurston County Law Enforcement to try and get participation. Next meeting March 6, 2014.

IX. ADJOURNMENT - 3:38 PM