

**THURSTON COUNTY MEDIC ONE  
OPERATIONS COMMITTEE ~ MEETING MINUTES  
EMERGENCY OPERATIONS CENTER/ECC  
May 1, 2014**

**PRESENT:** Brian VanCamp, Jim Quackenbush, Steve Brooks, Mel Low, Kathy Pace, Brett Knutsen, Jim McGarva, Alex Christiansen

**ABSENT:** Greg Wright, Dave Pearsall, Scott Puhalla, Jody Halsey, Larry Fontanilla MD (MPD), Jim Fowler, Mallore Barnes

**GUESTS:** Mary Campbell, Terry Ware, Keith Flewelling

**STAFF:** Steve Romines, Fay Flanery, Alan Provencher

**I. CALL TO ORDER/ROLL CALL** – Vice Chair VanCamp called the regular meeting of the Operations Committee to order at 2:17 PM. Roll was recorded by staff; quorum was fulfilled at 2:30.

**II. APPROVAL OF AGENDA** – MSC (McGarva/Brooks) move to approve.

**III. PUBLIC PARTICIPATION** – None

**IV. REVIEW AND APPROVAL OF MINUTES**

1. Operations Committee – April 3, 2014 – MSC (Quackenbush/Low) move to approve.
2. EMS Council – April 16, 2014 (Informational Only)

**V. COMMITTEE REPORTS**

A. WEST REGION – Romines reported the West Region annual planning meeting was held in April. He added, the annual conference did well this year and reported next years' conference is moving back to Ocean Shores with a registration increase to \$175. He continued, the West Region Council has budget concerns as cuts continue to come from the State. The two employees have had benefits reduced and one has hours reduced, and they are looking at other ways to reduce expenses.

B. SUBCOMMITTEES

1. Equipment Committee (EqC) – Provencher, no meeting, no report.
2. Mass Casualty Incident (MCI) Committee – Quackenbush reported TCOMM has developed an active shooter type code that will be for both law enforcement and fire. TCOMM asked the Fire Chiefs to come up with a suggestion for how to start getting a standard response. They will be using MCI 1, 2 and 3 for supporting up to 18 patients. Brooks added there will be 3 training opportunities in July to integrated response for fire and law enforcement. He added, they are working on a full-scale exercise at South Puget Sound Community College to take place next spring.
3. Training Advisory Committee (TAC) – Romines reported TAC is working with King County to address the issues with EMS Online. Low inquired if anything new has come from the subcommittee working on the training capacity and instructor issues. Vice Chair VanCamp asked to add this to the agenda for next months' meeting.

C. STAFF Report – Romines congratulated Mel Low on his retirement, adding that Mel has put in 31 years with the Thurston County EMS system. He was trained as EMT in 1983 at Tumwater. Eight years ago he was appointed as Fire Chief and began with the Operation Committee. Mel will be recognized at EMS Council later this month. Romines continued to report on the staff report that was included in the meeting packet. He highlighted on the following:

- The Business Applications Technician position was offered to Scott Brownell who started April 16, 2014 with 75% of his time to the BLS data system and 25% backup to Pete on ALS data system.
- Hospital equipment swapping is not allowed and apparently is still happening in some places of the state. He added, Medicare/Medicaid told the State agencies to cease and desist this activity. Medic One does not do this but it is happening elsewhere in the State.

- Internet vulnerability is happening, specifically with Internet Explorer (IE) – it creates a hole in IE and allows for hackers to take over full control of your computer. Make sure you have the current Windows update installed on your computers.
- We are working on the SafetyPad devices that will be issued to BLS agencies and would like to include the private services as well; this will help with our data reporting. In addition, Medic One requires AED voice recording and currently these AED's are not available in the market place for purchase. We would propose lease agreements that would cover the use of both BLS data devices and AED's devices be available for the private EMS services as well. We would benefit from this as we are then able to collect the data component for system wide reporting and statistics.
- Medic One is looking at an electric self lifting cot. Only requirement to demo it is to change the mounting horns in the vehicles, this allows both the new and old cots to work. We are working on setting up the demo and will provide more information as it comes available.
- The BOCC took action and filled the appointments; this consisted of changing one citizen position to a county-wide physician position which Dr. Tom Fell was appointed to, and filled his citizen position vacancy with Rena Merithew, last change was to reinstate the City of Lacey's position on the EMS Council with Lenny Greenstein.
- Surplus vehicle applications are due July 1, 2014 to update the list.
- EMS Council and Operations Committee meeting information on our website. Monthly meeting information will be added as it becomes available. He added we will also post our Business Plan and other Medic One business reports to the website instead of producing paper copies.
- 911 state-wide outage with only 2 agencies in Washington State able to stay online (Thurston & Kitsap Counties) who were only out for roughly 15 minutes, then shifted to backup systems. All other Counties were off for about 8 hours.
- A perpetual retirement plaque was purchased and will display the names of retired Thurston County EMS responders who have 25+ years of service in the Thurston County EMS system. Chiefs were requested to send names to Romines.

## VI. OLD BUSINESS

- A. EMS Council Action Update – Romines reported the EMS Council TRPC Steering committee has provided TRPC report implementation recommendations to EMS Council and is going to report back to EMS Council this month for action on that list.
- B. Special Projects Committee Recommendation – Brooks reported on the Special Projects Committee recommendations that were included in the packet requesting for \$13,386. Brooks added last year the request was under the \$10,000 budget. If the EMS Council does not elect to fund the full recommendation then the committee recommends reducing TCFD13/Aid Cot request by \$3,386 to stay within the \$10,000 budget capacity. He added that if the District 13 request was reduced, that special consideration be given during the vehicle surplus process for hardship. **MSC** (McGarva/Quackenbush) to approve the Special Projects Committee recommendation to fund \$13,386 as shown in the spreadsheet. (note: 2013 \$6,912 total)
- C. BLS Funding Spreadsheet – Romines reported this spreadsheet shows both last years and this years' information. This provides the opportunity for agency review prior to the issuance of financial support checks. He continued to explain how the spreadsheet works. With no changes reported checks will be issued this month.
- D. EMS data report – Romines reported he provided the reports last meeting and requested feedback before posting them on our website. He continued to explain each report and its' detail. There were no issues.
- E. Online OTEP – update presented during TAC report.

## VII. NEW BUSINESS

- A. EMS Week May 18-24 – Romines reported this year EMS Week will be declared May 18-24, 2014. BOCC will do a proclamation May 6<sup>th</sup>. The EMS week flyer will go as an insert in the newspaper and a proclamation will be sent to all agencies who contribute to the EMS system.

**VIII. GOOD OF THE ORDER** – The EOC conference room will not be available for the July 3<sup>rd</sup> meeting, Vice Chair VanCamp requested consideration to possibly cancel the July meeting.

Brooks added, Jerry Warnock had gone to the doctor for routine check up and was admitted to the hospital to under-go a medical procedure.

**IX. ADJOURNMENT** - 3:20 PM