

**THURSTON COUNTY MEDIC ONE
OPERATIONS COMMITTEE ~ MEETING MINUTES
EMERGENCY OPERATIONS CENTER/ECC
June 5, 2014**

PRESENT: Greg Wright, Brian VanCamp, Jim Quackenbush, Steve Brooks, Kathy Pace, Tony Kuzma, Jim McGarva, Alex Christiansen, Scott Puhalla, Jody Halsey, Larry Fontanilla MD (MPD), Russ Kaleiwahea

EXCUSED: Jim Fowler

ABSENT: Dave Pearsall

GUESTS: Terry Ware, Dr. Bill Hurley, Nancy Murray

STAFF: Steve Romines, Fay Flanery, Cindy Hambly

I. CALL TO ORDER/ROLL CALL – Chair Wright called the regular meeting of the Operations Committee to order at 2:04 PM. Roll was recorded by staff. Chair Wright requested round table introductions for the benefit of new representatives.

II. APPROVAL OF AGENDA – MSC (Brooks/McGarva) move to approve with the addition of New Business Item A., LifeNet system update, Scott Puhalla, Informational.

III. PUBLIC PARTICIPATION – None

IV. REVIEW AND APPROVAL OF MINUTES

1. Operations Committee – May 1, 2014 – MSC (Brooks/McGarva) move to approve.
2. EMS Council – May 21, 2014 DRAFT (Informational Only)

V. COMMITTEE REPORTS

A. WEST REGION – Romines reported the West Region has a planning meeting at the end of June and a recognition for Janet Kastil's retirement from the Department of Health.

B. SUBCOMMITTEES

1. Equipment Committee (EqC) – Flanery, no meeting, no report.
2. Mass Casualty Incident (MCI) Committee – no report
3. Training Advisory Committee (TAC) – Hambly reported no meeting no report.

C. STAFF Report –Romines reported on the staff report that was handed out. He highlighted on the following:

- Medic One's 40th Anniversary is this year with an announcement being sent out to "Save the Date". He added it is open to all EMS personnel and will be held at the Indian Summer Golf & Country Club on August 15, 2014 from 5:00 – 11:00 PM. It will include an Italian menu, no host bar and the theme of the event will be the "Past, Present and Future of Medic One" with guest speakers. The EMS Council has approved \$5,000 towards the event. The cost is \$15 per person for certified/licensed personnel and significant other; all other folks are \$20 per person. Anniversary memorabilia will be handed out as well.
- EMS Council steering committee did not have a report at the May 21st meeting but is working to have a report ready for the June 18th meeting.
- The BLS data system implementation is underway. Some agencies bill for services, and because of this we will require business associate agreements with all agencies that will be on the BLS data system due to HIPAA compliance requirements.
- Open Public Meetings training is required due to legislation changes. This training is required for public officials which includes our EMS Council, they will receive this training at their July meeting. This training is not required for the Operations committee, however, if the group is interested we can offer the training here, it can also be done online. If you are required to get this training, you will be required to provide a copy of your certificate of completion for Medic One to have on file.
- Surplus vehicle applications are due July 1, 2014.

- Our website provides both EMS Council and Operations Committee agendas, minutes and meeting packets for the current & prior years. As we move forward, we will delete prior year's packet information as it consumes too much space on the servers, but will maintain the minutes and agendas. If anyone needs prior year's packet information they can contact Medic One for a copy.
- EMT class ends on June 14th with 28 students. Graduation will be held on Monday, June 16th at Olympia High School at 6:30 PM
- Polio vaccination guidance issued by the health department for travelers leaving the United States going to known polio areas.
- Fire Chiefs meeting – Medic One started meeting with the Fire Chiefs the beginning of the year to discuss issues. We have developed a list of issues identified by the group and we are starting to work on some of them. These issues have been prioritized.

VI. OLD BUSINESS

- A. EMS Council Action Update – Chief Wright reported he took the Ops committee special projects recommendations to the EMS Council for approval. He requested \$18,358 which includes \$13,386 for special projects and \$4,972 for SORT specific requests. EMS Council voted to approve the total of \$18,358. He added the next EMS Council meeting will be held at Olympia Fire Station 01 on June 18, 2014.
- B. Online OTEP – Hambly reported that TAC is working on compiling a list of concerns with staff to take to King County; as soon as they have an update will report back to Ops committee.
- C. System data review, response time trends – Romines reported that last month he provided system data reports, during that time District 6 raised concerns regarding their response time trending down. They asked Operations committee to take a look at system data to see what the reason is for the downward trend in response time as call volume is down too. Romines added, since it is Operation committees charge to review data and trends, the committee needs to review these reports and compare to last month's reports. Extensive Committee discussion followed with Romines explaining in more detail the data in the reports. Romines asked the committee if they wanted to see data charted to let him know via email. VanCamp asked for BLS volume and ALS volume on the same chart along with significant changes to the system. Continued discussion surrounding CBD protocol updates and how they are incorporated. Hambly reported no significant updates were made to the CBD protocols simple housekeeping updates were done during the last update. Chair Wright requested an informational update to Operations committee for significant updates to the CBD protocols in the future. Hambly reported to contact her if someone is interested to participate on the CBD committee.
- D. TAC Instructor/Facility Capacity Update – Hambly reported that TAC Chair Bill Terhune had presented to Ops committee options for both facility and instructor pool capacity increases last year. From that presentation, Hambly continued, TAC understood the option for a new facility to support increased class size was not accepted by Operations committee and therefore no other options were pursued. TAC was not working on an alternate plan as no forth direction to do that came from the Ops committee. Extensive committee discussion resulting in Operations committee unanimously agreeing that there was no need for TAC to continue to work on an alternate facility to accommodate for an increase in class size as the need currently did not exist, they will review this again when the need resurfaces.

VII. NEW BUSINESS

- A. LifeNet system – Scott Puhalla reported that CMC (Capital Medical Center) is now up and running with LifeNet which allows for the receiving of incoming patient information to the hospital.

VIII. GOOD OF THE ORDER – Wright requested for any interest in holding a July 3rd meeting, the committee unanimously agreed to cancel the July 3rd meeting. Kathy Pace added there is a LZ training video now available on the Airlift NW website for those interested.

IX. ADJOURNMENT - 3:20 PM