

**THURSTON COUNTY MEDIC ONE
OPERATIONS COMMITTEE ~ MEETING MINUTES
EMERGENCY SERVICES CENTER
December 1, 2016**

PRESENT: Steve Brooks, Scott LaVielle, Alex Christiansen, Tony Kuzma, Stewart Mason, Dave Pearsall, Russ Kaleiwahea, Kathy Pace, Larry Fontanilla, Keith Flewelling, Brian VanCamp, Greg Wright

ABSENT: Jim Fowler, Wendy Rife

EXCUSED: Jody Halsey

GUESTS: Terry Ware, Amy Larson, Mary Campbell, Byron Hamilton, Mark Gregory, Andrew Schaffran

STAFF: Kurt Hardin, Anna Lee Drewry, Cindy Hambly, Sandra Bush

I. CALL TO ORDER/ROLL CALL – Chair Wright called the regular meeting of the Operations Committee to order at 2:02 PM. Staff recorded roll.

II. APPROVAL OF AGENDA –MSC Prior to approval of the agenda Chair Wright asked Dave Pearsall to report on the recent shooting in Tacoma that took the life of a police officer. Pearsall reported the police officer was a 45 year old 17 year veteran who responded to a domestic violence call and was shot several times. The officer's name is Reginald "Jake" Gutierrez. Thurston County Sheriff's office has reached out and offered an honor guard to stand by the body at the funeral service until the burial, which is standard procedure. Chair Wright asked Pearsall to share with Medic One any information he may have about when the funeral service will be. Thurston County EMS offers their thoughts to the officer's family and the Tacoma Police and Fire Departments.

Chair Wright suggested a couple of changes to the agenda because there are a couple of people who need to leave the meeting a little early. He would like to move the Ambulance Licensing up behind the EMS Council Action Report, with the Levy Restoration presentation following. If there is time, the MCI Committee and Clinical Agreement items will be discussed, otherwise they will be moved to the January 2017 agenda. LaVielle/Brooks move to approve the agenda as amended, and the motion carried unanimously.

III. PUBLIC PARTICIPATION – None

IV. REVIEW AND APPROVAL OF MINUTES

1. Operations Committee – November 3, 2016 – **MSC** (LaVielle/Brooks) moved to approve as submitted, and the motion carried.
2. EMS Council – Draft November 16, 2016 Mtg. (Informational Only)

V. COMMITTEE REPORTS

A. WEST REGION – No report

B. SUBCOMMITTEES

1. Equipment Committee (EqC) – No report.
2. Mass Casualty Incident (MCI) Committee – No report.
3. Training Advisory Committee (TAC) – No report
4. Transportation Resource Utilization Committee (TRU) – Chief Brooks reported: 1)TRU will meet the first Thursday of each month from 12:30 pm – 1:45 pm. 2) TRU is working on automating a process for transportation when a primary transport unit is not available. The Committee will be meeting with the private ambulance companies, Medic One, and the TCOMM staff about the possibility of leveraging some technology to track available vs. unavailable resources. 3) A discussion that will mostly likely come back to the Operations Committee for action is the need for additional call types. Unless it is a trauma call, there are only two call types, A & B. Chair Wright encouraged those who have any interest in this discussion to have a representative at the TRU meeting.
5. STAFF REPORT – Hardin reported: Staff asked the Operations Committee and the EMSC what information they would like to see in the staff report. Both committee's agreed to having the staff report provided in the packet for review before the meetings, any items that require action will be in bold and

will be discussed at the meeting, otherwise the staff report will be for information only. There were two items in the staff report that Hardin discussed; 1) The Medical Program Director (MPD) is working with the physicians group at St. Peter's Hospital to establish a new contracting process which will ultimately provide the MPD with more time for MPD services. 2) Medic One has hired Anna Lee Drewry to fill the BLS Program Manager position.

Chair Wright mentioned a weather report which shows possible snow Sunday night into Monday am.

VI. OLD BUSINESS

- A. EMS Council Action Report – 1) At the request of the Operations Committee, Chair Wright took forward to the EMSC meeting concern of Ops being left out of the loop with regard to the Levy restoration. EMSC Chair McPhee apologized for excluding Ops from the discussion and explained the cause was due to the rush of the restoration. Wright offered the assistance of the Operations Committee to the EMSC for any and all future discussions as the levy question moves forward.
- B. Surplus Vehicles Tiebreaker Policy & Procedure - Hardin presented the revised policy & procedure showing what was recommended at the last Ops meeting (tiebreaker is determined first by which department has never received a surplus vehicle, and second by which agency has had a surplus vehicle for the longest period of time). (Brooks/LaVielle) move to approve as presented and this carried unanimously. The policy will be presented at the December EMSC meeting for approval.
- C. MCI Committee – Hambly presented the question of whether or not Operations needs an MCI Committee. Training Advisory Committee has requested a component of MCI be done every year and there would be lead people to do this. Also, the MCI committee would be helpful for the active shooter drills. Operations confirmed a desire to maintain a MCI committee and recommends a needs assessment to identify the needs of the MCI Committee. The general consensus is to roll the Active Shooter Committee to the MCI Committee. Hambly will email the Fire Chiefs asking for anyone who would like to be involved with the MCI Committee and the BLS Program Manager will set up a meeting.
- D. Providence St. Peter Hospital Clinical Agreement / EMT Clinical Rotation- Staff has been working with St. Peter Hospital on a Clinical Agreement for some time. This agreement has been distributed to the ALS & BLS agencies for their review and only a couple of agencies have responded. Anna Lee Drewry presented some background on the EMS Training Program requirements for patient care contacts. The patient care contacts may be a combination of clinical and field experience or field experience only. If we continue with the clinical rotation St. Peter Hospital requires background checks on the EMT which is costly, (\$22.00 - \$47.00 per EMT). Options were presented for consideration of who would be responsible for the costs (i.e. Each department would absorb the cost, Medic One would pay for each student, Medic One would reimburse from BLS funds, or EMT students would get all patient contacts in the field). Background checks that are already performed at the agency level are acceptable to St. Peter Hospital as long as these have been performed within an acceptable time frame (Drewry will find out what the time frame is). This discussion will continue at the Operations January 2017 meeting.

VII. NEW BUSINESS

- A. Ambulance Licensing FD12: FD16 and FD12 have merged so Andrew Schaffran is asking for a continuation of a license from FD16, which has been licensed since 2007. The license application worksheet presented to the Committee does not have the transport information (lines 5, 6, 7 & 8). Andrew has a help ticket with TCOMM for this information. Pending completion of the application (Kaleiwahea/LaVielle) move to approve the application and the motion carried unanimously. The completed application will be presented to the EMSC on December 21, 2016 and then sent to WREMS.
- B. Levy Restoration: Hardin presented levy restoration information to the committee, showing beginning and ending fund balances for both the reserve and the operating account, which illustrates the need for the restoration in either late 2017 or early 2018.

VIII. GOOD OF THE ORDER – Wright reported: 1) Next Operations meeting will be January 5, 2017. 2) Anne Benoist said the trauma boundaries WREMS is asking for are housekeeping issues and could be taken care of at the staff level.

IX. ADJOURNMENT - 3:42 PM