

THURSTON COUNTY MEDIC ONE  
EMERGENCY MEDICAL SERVICES COUNCIL  
VIRTUAL MEETING

**AGENDA - REVISED**

March 16, 2022, 3:30 PM

- I. CALL TO ORDER/ROLL CALL
- II. APPROVAL OF AGENDA
- III. PUBLIC PARTICIPATION
- IV. REVIEW AND APPROVAL OF MINUTES
  - A. EMS Council February 16, 2022
  - B. Ops Committee March 3, 2022
- V. COMMITTEE REPORTS
  - A. Operations Committee – Ops Chair or Representative
  - B. West Region EMS Council – WREMS Representative
  - C. Staff Report – <https://www.thurstoncountywa.gov/m1/Pages/meetings.aspx>

VI. OLD BUSINESS

	ITEM	PRESENTER	EXPECTED OUTCOME
A.	EMSC Officer Election	Moon	Election
B.			

VII. NEW BUSINESS

	ITEM	PRESENTER	EXPECTED OUTCOME
A.	Proposed Bylaws	Moon	Discussion
B.	WREMS Application (Russ Wilhite, ED Nurse at PSPH)	Moon	Approve
C.	OTEP Evaluator Process	Drewry	Information
D.	90-day No Divert Trial	Miller-Todd	Information
E.	2022 Budget Amendment	Miller-Todd	Discussion/Approve

VIII. PUBLIC PARTICIPATION

IX. GOOD OF THE ORDER

X. ADJOURNMENT

This meeting is being held virtually. To attend this meeting, please follow the instructions below:

March 16, 2022, 3:30 pm

Please join this meeting from your computer, tablet, or  
smartphone

<https://us02web.zoom.us/j/88394707722?pwd=bUdTR1pyWDIuZkZ3owNjhTMGhWRm5lUT09>

Meeting ID: 883 9470 7722  
Passcode: 199130

You can also dial in using your phone.  
(For supported devices, tap a one-touch number  
below to join instantly.)

+1 312 626 6799 US  
+1 646 558 8656 US  
Meeting ID: 883 9470 7722  
Passcode: 199130

**Thurston County Medic One  
Emergency Medical Services Council – Regular Meeting  
Virtual – Zoom Meeting  
February 16, 2022**

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**PRESENT:** Cindy Hambly, Liberty Hetzler, John Ricks, Margaret McPhee, Brian VanCamp, Paul Perz, Angela Jefferson, Sheila Fay, Lenny Greenstein, Gary Edwards, Harry Miller, Dontae Payne, Daniel Bivens

**ABSENT:** Wayne Fournier

**EXCUSED:** Larry Fontanilla, Stan Moon

**GUESTS:** Chris Clem, Mark Gregory, Brian Hurley

**STAFF:** Sandra Bush, Ben Miller-Todd, Daphne Reaves, Anna Lee Drewry

**CALL TO ORDER/ROLL CALL** – Vice-Chair Greenstein called the regular meeting of the Emergency Medical Services Council (EMSC) to order at 3:30 PM.

**I. APPROVAL OF AGENDA – MSC** – (Hambly/Perz) move to approve the agenda, and this carried.

**II. PUBLIC PARTICIPATION** – None.

**III. REVIEW AND APPROVAL OF MINUTES**

- A. EMS COUNCIL – January 19, 2022 (Edwards/Ricks) move to approve the minutes, and this carried.
- B. OPERATIONS COMMITTEE – February 3, 2022 (informational only)

**IV. COMMITTEE REPORTS**

- A. **OPERATIONS COMMITTEE:** VanCamp reported: 1) The committee nominated and voted for Chair VanCamp and Vice-Chair Gregory to remain as the Chair and Vice-Chair for 2022. 2) EMT class will remain as hybrid for 2022. 3) Anna Lee Drewry presented information on the new SEI Coordinator position for Medic One. 4) A draft 2022 BLS funding worksheet was emailed to the committee members and will be presented at the March meeting.
- B. **WEST REGION:** Perz reported: No new report, next meeting is March 1<sup>st</sup>.
- C. **STAFF REPORT:** Staff report is available on the website. [Thurston County | Medic One | Committee Meeting Information \(thurstoncountywa.gov\)](https://www.thurstoncountywa.gov/committees/medic-one). Miller-Todd highlighted on the following: 1) ePCR committee meets every other month, on even months. TRU committee meets every month, on the second Thursday. 2) Medic One is currently recruiting for an SEI Coordinator, ALS Training Coordinator, and a Quality Improvement Coordinator. If the council knows of any good candidates for these positions, please direct them to the County website.

**V. OLD BUSINESS**

- A. Nominations Committee – Fay reported: The only nominations are for Stan Moon to remain as Chair, and Lenny Greenstein to remain as Vice-Chair. Voting will take place in March.
- B. 2022 BLS Funding Worksheet – Miller-Todd presented a 2022 BLS budget overview, which included an increase in BLS support. Miller-Todd asked the council to approve an increase in the financial support base amount, from \$17,275 to \$20,000 and an increase in the supplies & equipment base amount, from \$9,750 to \$10,000. (Ricks/Edwards) move to approve and this carried.

**VI. NEW BUSINESS**

- A. WREMS Applications – Staff received Regional EMS and Trauma Care Council membership applications from Lenny Greenstein, Wendy Hill (dispatch rep), and Deputy Chief Todd Carson with OFD (Emergency Management rep). (Perz/Edwards) move to approve the application for Lenny Greenstein, and this carried. (McPhee/Edwards) move to approve the application for Wendy Hill, and this carried. (McPhee/Edwards) move to approve the application for Deputy Chief Todd Carson, and this carried.

**VII. PUBLIC PARTICIPATION** – None

**VIII. GOOD OF THE ORDER – None**

**IX. ADJOURNMENT – Meeting adjourned at 3:48.**

DRAFT

**THURSTON COUNTY MEDIC ONE  
OPERATIONS COMMITTEE ~ MEETING MINUTES  
VIRTUAL  
March 3, 2022**

**PRESENT:** Brian VanCamp, Steve Brooks, Ciaran Keogh, Tony Kuzma, Wendy Hill, Mindy Churchwell, Mark Gregory, Wendy Rife, Larry Fontanilla, Garth Wade

**ABSENT:** Mark John, Jeff DeHan, Leonard Johnson

**EXCUSED:** Brian Hurley

**GUESTS:** Karen Weiss, Monti Sorem, Michael Hughes, Jennifer Schmidt, Rian Winter

**STAFF:** Sandra Bush, Ben Miller-Todd, Anna Lee Drewry

**I. CALL TO ORDER/ROLL CALL** – The meeting was called to order at 2:00.

**II. APPROVAL OF AGENDA –MSC** – (Gregory/Brooks) move to approve the agenda as presented, and this carried.

**III. PUBLIC PARTICIPATION** – None

**IV. REVIEW AND APPROVAL OF MINUTES**

1. Operations Committee – February 3, 2022 – (Kuzma/Gregory) move to approve and this carried.
2. EMS Council – February 16, 2022 (Informational only)

**V. COMMITTEE REPORTS**

A. **West Region EMS Council** – Kuzma reported: 1) West Region report to the DOH was submitted and they were very pleased with the progress and the way everything was submitted. 2) Executive Director Greg Perry presented changes to the WREMS website. One of the items he pointed out on the website was the Mary Bridge Children's Hospital Pediatric Emergency Medicine conference which will be held Tuesday, September 13<sup>th</sup> at the LeMay car museum. There is no registration fee for this conference. 3) The WREMS strategic plan was discussed. Chair VanCamp asked for a copy of this to be sent to Sandra for distribution to the Ops Committee. 4) Ann Nezbitt (? sp) gave an injury violence and prevention mental health training presentation. 5) MPDs would like to get a regional MCI plan together with the following items agreed on; universal triage system, universal triage tag, and universal channel. Any input on this can be submitted to the West Region committee.

B. **Subcommittees**

1. Equipment Committee (EqC) – Rian Winter reported: 1) Still having a tough time getting epi 1:10,000. Medic One is currently making doses to distribute as needed. 2) PPE inventory is still strong. 3) Working on getting COVID-19 testing kits. 4) Peep valves that OFD was trialing worked great. These are being ordered by Medic One for distribution. 5) OFD is going to evaluate the "check the dose" application and bring it back to the committee in March for more discussion. 6) Next meeting is scheduled for March 31<sup>st</sup>.
2. Mass Casualty Incident (MCI) Committee – Miller-Todd said there was a very quick sub-committee meeting on the Active Shooter Plan which will be discussed at the next MCI meeting. The next MCI meeting has not been scheduled.
3. Training Advisory Committee (TAC) – No meeting, no report.
4. Transportation Resource Utilization Committee (TRU) / Hospital Diversion – Miller-Todd reported: 1) The HPU is tentatively scheduled to halt the end of March but will be re-evaluated at the next TRU meeting. Anecdotally there has been a significant drop in the use of the HPU. 2) Chiefs and Operations Chiefs received an email the day before yesterday letting everyone know that yesterday was the first day of the 90-day trial of no divert in Thurston County.
5. ePCR Committee – PCR/No PCR is still being reviewed, and there will probably be the need for one or two more sessions to finish up the review. All providers have been encouraged to lock and sync their charts off the tablet.

C. **Staff Report** – Staff report is located on the website at – <https://www.thurstoncountywa.gov/m1/Pages/meetings.aspx>

**VI. OLD BUSINESS**

A. EMS Council Action Report – VanCamp reported: 1) At the February 16<sup>th</sup> meeting nominations were accepted for the Chair and Vice-Chair and voting will take place in March. 2) 2022 BLS Funding was presented. 3) Three WREMS applications were approved for vacant positions.

B. 2022 BLS Funding Worksheet – At the February EMSC meeting, the council approved an increase to the Financial and Supplies/Equipment support base amount. Financial Support base amount increased from \$17,275 to \$20,000,

and the Supplies/Equipment base amount increased from \$9,750 to \$10,000. Medic One will also absorb the agency's cost of modem support which is approx., \$108,000 annually.

C. OTEP Evaluator Process – Drewry presented the recommended OTEP evaluator process for 2022, which is being considered a pilot at this time, and asked for approval. (Gregory/Keogh) move to adopt the proposal for in-house evaluators as proposed, and this carried.

**VII. NEW BUSINESS**

A. Ambulance Ordinance Review – The Ops committee must review the ambulance ordinance semi-annually for recommended changes, and there were no recommended changes at this time.

**VIII. GOOD OF THE ORDER – None.**

**IX. ADJOURNMENT – (Kuzma/Churchwell) move to adjourn at 2:31, and this carried.**

**THURSTON COUNTY MEDIC ONE  
EMERGENCY MEDICAL SERVICES COUNCIL**

**BYLAWS**

*Amended September 4, 2018*

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**ARTICLE I. NAME**

The name of the organization shall be known as the Thurston County Emergency Medical Services Council.

**ARTICLE II. PURPOSE**

To provide efficient and effective prehospital emergency medical services throughout Thurston County.

**ARTICLE III. SCOPE**

The Thurston County Emergency Medical Services (EMS) Council:

3.1 Shall review and evaluate the provision of the publicly funded emergency medical service system, known as "MEDIC ONE" for the residents of Thurston County.

3.2 Shall advise the Thurston County Commissioners regarding the development, policies, and planning for the system.

- A. Identify needs and priorities including concerns of citizens and governmental agencies.
- B. Recommend funding sources and priorities in support of the system.

3.3 Shall make recommendations to the County Commissioners in the following areas:

- A. The planning process for the provision of emergency medical services provided by the system.
- B. Annual budget and budget amendments, including the means of financing.
- C. All purchase contracts in excess of county policy level for Emergency Services Director.
- D. All intergovernmental agreements and personal services contracts.
- E. All non-budgeted expenditures in excess of \$1,000.
- F. The compliance of the Medical Program Director with his/her contract.

3.4 In addition to the above, the EMS Council has the authority:

- A. To provide representation and advice to the West Region Emergency Medical Services and Trauma Care Council in the development of emergency medical services for the West Region.
- B. To provide public education and information on public emergency medical services.
- C. To review and evaluate the system's development as it relates to the emergency health care of citizens in Thurston County.

**ARTICLE IV. COMPOSITION AND MEMBERSHIP**

4.1. The composition of the Thurston County Emergency Medical Services Council, appointed by the Board of County Commissioners is as follows:

- A. One Elected Official or designee, or designated alternate from each ALS contracting agency and Elected Official or designee, or designated alternate from the City of Lacey, as recommended by the Lacey City Council .
- B. One County Commissioner or designee, or designated alternate.
- C. Four Citizens-at-Large consisting of: one from each of the County Commission Districts, plus one whom shall be a physician from any County Commissioner District.
- D. One Elected Official or designee, or designated alternate representing all cities or towns such as Yelm, Rainier, Tenino and Bucoda, none of whom shall be from an agency as described in Article IX.4.1.A.,as recommended by the South County Mayors.
- E. One Fire Commissioner from each of the County Commission Districts, not one of whom shall be from an agency as described in Article IV.4.1.A ,nor from the same Fire District, as recommended by the Thurston County Fire Commissioners' Association.
- F. The Medical Program Director or designated alternate (non-voting).
- G. The Operations Committee Chairperson or designated alternate (non-voting).
- H. A former member of the council, in an Emeritus position, as recommended by the EMSC to the Board of County Commissioners (non-voting).

4.2. The term of appointment is to be determined by the recommending entity except for the citizen-at-large positions whose term will be in two-year increments, and the Emeritus position whose term will be a lifetime, or until resignation or removal for cause.

4.3. The Board of County Commissioners may declare any position vacant if the member or alternate have three consecutive unexcused absences. The entity providing the member shall be asked to nominate a replacement.

4.4. The designated alternate(s) must be defined by letter to the EMS Council by the appointing entity.

#### **ARTICLE V. OFFICERS**

- 5.1 The officers shall be Chairperson and Vice-chairperson elected by the majority of the Council for a ~~one~~two-year term.
- 5.2 The Chairperson shall preside at all regular and special meetings of the Council. The Vice-chairperson shall preside when Chairperson is absent.
- 5.3 In the absence of the Chairperson and Vice-chairperson, the Council will appoint an acting Chairperson.
- 5.4 Any vacancies in the above offices shall be filled by a special election of the EMS Council.
- 5.5 Nomination of officers will take place annually in the month of February or as soon thereafter as is possible.
- 5.6 Election of officers will take place annually in the month of March. Term of office shall begin in March.

#### **ARTICLE VI. MEETINGS**

- 6.1 Meetings of the full body shall occur no less than once each quarter.

6.2 The fiscal year shall be the same as the calendar year.

6.3 A majority of voting positions currently filled and present at the meeting shall constitute a quorum of the body.

6.4 Special meetings may be called by the Chairperson or majority of the members consistent with requirements of the Open Public Meetings Act.

6.5 Robert's Rules of Order shall prevail, unless otherwise specified in the bylaws.

#### **ARTICLE VII. EMS COUNCIL STANDING AND AD HOC COMMITTEES**

7.1 Nominating Committee: Three Council members, appointed by the Chairperson by December of each year, to nominate willing and capable Council members as candidates for the offices of Chairperson and Vice chairperson.

7.2 Budget Committee: Three Council members, appointed by the Chairperson by March of each year, during years a biennial budget is prepared. The budget committee shall review and make recommendations on the biennial budget to the EMS Council, and assist in making presentations to the Board of County Commissioners concerning the EMS budget.

7.3 Advanced Life Support (ALS) Contract Negotiations Committee: Three Council members appointed by the Chairperson will assist in negotiating contracts between Medic One and the providers of ALS service for the ensuing year(s), and present contract recommendations to the EMS Council for approval prior to submission to the Board of County Commissioners. The members of the ALS Contract Negotiations Committee shall not be representatives of an agency as described in Article IV.4.1.A.

7.4 The EMS Council Chairperson, with the approval of the Council, may appoint ad hoc committees and/or task forces as deemed necessary.

7.5 In addition to the committee guidance above, the Chair of EMSC can appoint an emeritus position to any committee where their expertise may be useful.

#### **ARTICLE VIII. OPERATIONS COMMITTEE**

8.1. An Operations Committee, which shall be advisory to the EMS Council, is hereby established.

8.2. The Committee membership shall include persons vested with decision making authority, as follows:

- A. One ALS Chief Officer representative or designee, or designated alternate from each ALS contracting agency.
- B. BLS Chief Officer representative(s) or designee, or designated alternate as appointed annually by the Thurston County Association of Fire Chiefs, in an amount proportionate to the total of the ALS Chief Officer representation, none of whom shall be representatives of an agency as described in Article IV.4.1.A.
- C. One representative or designated alternate of Providence St. Peter Hospital, as appointed by Hospital Administration.
- D. One representative or designated alternate of Capital Medical Center, as appointed by Hospital Administration.



- E. The Director or designee, or designated alternate of the Department of Communications.
- F. One representative or designated alternate of Law Enforcement, as collaboratively selected by the chief officers of the Thurston County Law Enforcement entities.
- G. The Medical Program Director or designee, or designated alternate.
- H. One Paramedic representative or designated alternate as selected by the Paramedic Association.
- I. One representative or designated alternate of the Thurston County-Licensed Private Ambulance Services, as collaboratively selected by the currently licensed private ambulance services.
- J. One representative or designated alternate of local Air Ambulance Service, as designated by the air ambulance agency.

8.3. The term of appointment is to be determined by the recommending entity.

8.4. Designated alternates must be defined by letter to the Operations Committee by the appointing entity.

8.5. The Committee Officers will be in accordance with Article V.

8.6. Meetings shall be in accordance with Article VI.

8.7. The Chairperson, with approval of the Committee, may appoint ad hoc committees and/or task forces as deemed necessary.

8.8. The primary responsibility of the Operations Committee is to coordinate the provision of the Advanced Life Support (ALS) and Basic Life Support (BLS) services. The function of the Operations Committee shall be as follows:

- A. Development of operational priorities, policies and procedures for system development, programming, operations, for adoption by the EMS Council.
- B. To review and recommend for approval the Medic One proposed budget to the EMS Council.

8.9. The EMS Council may declare any position of the Operations Committee vacant if the member or designee, or designated alternate have three consecutive unexcused absences. The entity providing the member shall be asked to nominate a replacement.

#### **ARTICLE IX. AMENDMENTS**

The first EMSC meeting following a Bylaw change presentation to the EMSC, a vote will take place on the recommendation, and if approved, will be forwarded to the BOCC for their approval. Amendments will be by County Resolution.

**Adopted:** 01/16/79

**Amended:** 07/22/80, 07/14/81, 10/09/84, 02/16/88, 01/03/95, 05/11/98, 01/07/02, 08/11/03, 01/12/04, 05/12/08, 04/07/09, 02/03/2014, 05/09/2017, 9/4/2018

**Edited:** 06/19/02, to recognize Fire District 1 representation to EMS Council; to recognize FD1/FD14 merger; 03/01/06 to update West Region EMS information;

**Reformatted:** 05/14/03



Regional EMS and Trauma Care Council  
Membership Application

**Attestation of Request for Appointment or Reappointment**

Name:	Position #:	<input type="checkbox"/> Primary <input type="checkbox"/> Alternate
I am applying for a _____ position representing _____ from _____ County		
Application for: _____ for the _____ region EMS/trauma care council		
Preferred mailing address for council business:		
City:	State:	ZIP Code:
Date of last Open Public Meetings Act (OPMA) training, if known:		

**Applicant contact information**

Contact phone:	<input type="checkbox"/> Work	<input type="checkbox"/> Home	<input type="checkbox"/> Cell
Primary email:	Secondary email:		

**Agency/Organization Recommendation**

Is this position representing an agency or organization?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, get the agency or organization signature below		
Agency or organization name:		
Head of agency or organization signature:		

**Local Council recommendation:**

Does this county have a local council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please get chair/president signature below.		
Local chair/president name:		
Signature:		

**Please answer the following questions:**

1. Why are you interested in serving on the regional council?
2. What are your abilities, i.e., education, employment, and/or experience that qualify you for this position?
3. Where are you currently employed?

My signature attests that I have the authority to represent my agency or entity on the regional council, and that I understand my responsibility as outlined in the Regional Council Members' handbook.

**Applicant Signature:** Anthony R Wilhite **Date:** \_\_\_\_\_

Before submitting this form, please make sure that you have local council's signature and the head of agency signature, if necessary.

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Mail your completed form to the regional council to which you are applying (listed below):

**Central Region EMS & Trauma Care Council**  
22414 87<sup>th</sup> Ave W.  
Edmonds, WA 98026  
[rachelcory@comcast.net](mailto:rachelcory@comcast.net)

**North Region EMS & Trauma Care Council**  
P.O. Box 764  
Burlington, WA 98233  
[martina@northregionems.com](mailto:martina@northregionems.com)

**South Central Region EMS & Trauma Care Council**  
**Southwest Region EMS & Trauma Care Council**  
P.O. Box 65158  
Vancouver, WA 98665  
[regionems@gmail.com](mailto:regionems@gmail.com)

**East Region EMS & Trauma Care Council**  
**North Central Emergency Care Council**  
123 Ohme Garden Road, Suite B  
Wenatchee, WA 98801  
[rcook@ncecc.org](mailto:rcook@ncecc.org)

**Northwest Region EMS & Trauma Care Council**  
P.O. Box 5179  
Bremerton, WA 98312  
[rene@nwrems.com](mailto:rene@nwrems.com)

**West Region EMS & Trauma Care Council**  
5911 Black Lake Blvd. S.W.  
Olympia, WA 98512  
[anne@wrems.com](mailto:anne@wrems.com)

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**Regional Councils:** Add comments and send completed forms by email to [regionEMS@doh.wa.gov](mailto:regionEMS@doh.wa.gov)