

THURSTON COUNTY MEDIC ONE  
EMERGENCY MEDICAL SERVICES COUNCIL  
HYBRID MEETING

**AGENDA**

September 20, 2023, 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 July 19, 2023
  - B. Ops Committee August 3, 2023, September 7, 2023 (informational only)
- 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.		

VII. NEW BUSINESS

ITEM	PRESENTER	EXPECTED OUTCOME
A. Medic One 2 <sup>nd</sup> Qtr YTD Expenditures	Miller-Todd/Keene	Presentation
B. WREMS Strategic Plan	Kirkbride/Miller-Todd	Information
C. ALS Response Times	Miler-Todd	Information
D. Narcan	Moon/Miller-Todd	Discussion
E. EMT Class Workgroup	Miller-Todd/ Moon/VanCamp	Discussion

VIII. PUBLIC PARTICIPATION

IX. GOOD OF THE ORDER

X. ADJOURNMENT

**This meeting is hybrid. To attend this meeting virtually, please follow the instructions below. To attend this meeting in person, it will be held at 2703 Pacific Ave SE, Olympia WA 98501.**

**September 20, 2023, 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  
Hybrid – 2703 Pacific Ave SE, Olympia  
July 19, 2023**

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**PRESENT**

**(In-Person):** John Ricks, Brian VanCamp, Frank Kirkbride, Lenny Greenstein, Tom Carroll, Margaret McPhee, Todd Carson, Cindy Hambly

**PRESENT**

**(Virtual):** Stan Moon, Harry Miller, Angela Jefferson

**ABSENT:** Wayne Fournier

**EXCUSED:** Gary Edwards, Sheila Fay

**GUESTS:** Dan Bivens, Derek Smith, Brian Hurley, Shawn Crimmins (virtual), Steve Brooks (virtual),

**STAFF:** Ben Miller-Todd, Sandra Bush, Chris Clem, Joy Keene, Scott Brownell, Jerett Latimer

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

**I. APPROVAL OF AGENDA – MSC** – (Kirkbride/Ricks) move to approve the agenda and this carried.

**II. PUBLIC PARTICIPATION** – None.

**III. REVIEW AND APPROVAL OF MINUTES**

A. EMS COUNCIL – June 21, 2023. (McPhee/Carroll) move to approve the minutes, and this carried.

B. OPERATIONS COMMITTEE – July 6, 2023 (informational only)

**IV. COMMITTEE REPORTS**

A. **OPERATIONS COMMITTEE:** VanCamp reported: 1) Ops made a recommendation to the EMSC awarding FD6 the PHSS surplus ambulance. 2) Miller-Todd provided 2022 ALS response times, which are in compliance.

B. **WEST REGION EMS COUNCIL:** No report.

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) August 16<sup>th</sup> the ALS Training Coordinator will begin employment with us. 2) Paramedic Program Manager applications are being reviewed for consideration of interviews. 3) EMT class starts August 17<sup>th</sup> and applications are due by July 31<sup>st</sup>.

**V. OLD BUSINESS**

A. 2024/2025 Proposed Budget – The budget was presented at the June EMS council meeting, and a meeting was scheduled for Q&A. No questions were presented at the Q&A meeting. (Ricks/Kirkbride) move to recommend approval of the 2024/2025 budget to the BoCC, and this carried.

B. WREMS Applications – Miller-Todd reported: All 5 applications received and approved by the EMSC have been approved by WREMS, which brings a total of 14 positions on WREMS represented by Thurston County.

**VI. NEW BUSINESS**

A. PHSS Ambulance Surplus – 3 applications were received for the PHSS ambulance (FD6, OFD, and Bucoda). The applications were scored on the same matrix Medic One uses to surplus medic units and FD6 scored the highest. The Ops committee approved the matrix score and is asking the EMSC to recommend approval to the BoCC. (McPhee/Hambly) move to approve recommendation to the BoCC, or designee, for this surplus unit to go to FD6, and this carried with Moon abstaining.

**VII. PUBLIC PARTICIPATION – None**

**VIII. GOOD OF THE ORDER – None**

**IX. ADJOURNMENT – Meeting adjourned at 3:42.**

DRAFT

**THURSTON COUNTY MEDIC ONE  
OPERATIONS COMMITTEE ~ MEETING MINUTES  
HYBRID - ESC  
August 3, 2023**

**PRESENT**

**(In-Person):** Steve Brooks, Todd Carson, Jonnica Elkins, Leonard Johnson, Derek Smith, Ray Curtis

**PRESENT**

**(Virtual):** Ciaran Keogh, Mark Gregory, Wendy Rife, Brian Hurley, Carla Carter

**ABSENT:** Mindy Churchwell, Larry Fontanilla

**EXCUSED:** Brian VanCamp

**GUESTS:**

**STAFF:** Ben Miller-Todd, Daphne Reaves

**I. CALL TO ORDER/ROLL CALL** – Vice-Chair Gregory called the meeting to order at 2:00.

**II. APPROVAL OF AGENDA –MSC** – (Johnson/Curtis) move to approve the agenda and this carried.

**III. PUBLIC PARTICIPATION** – None

**IV. REVIEW AND APPROVAL OF MINUTES**

1. Operations Committee – July 6, 2023 – (Carson/Brooks) move to approve and this carried.
2. EMS Council – July 19, 2023 (Informational only)

**V. COMMITTEE REPORTS**

- A. **West Region EMS Council** – Clem reported: There has not been a council meeting since the last Ops meeting, however there was an executive meeting with the new officers on Monday. 2024 conference planning is underway and is planned for May 17 – 19, 2024 at the Ocean Shores convention center. The next WREMS council meeting is September 9<sup>th</sup> at 10:00 via zoom.
- B. **Subcommittees**
  1. Equipment Committee (EqC) – Miller-Todd reported: We are still experiencing several drug shortages, mainly Ketamine, so we are working through a variety of options. Also, the committee is looking at a replacement for video laryngoscopes.
  2. Mass Casualty Incident (MCI) Committee – No report.
  3. Training Advisory Committee (TAC) – Clem reported: The 2023 Resilience OTEP was finalized so we are working on getting the online portion uploaded to EMS1 Academy and updating the OTEP guidance documents for the persons skills portion of it. The next TAC meeting is the in-person workshop September 21<sup>st</sup> at Medic One and will be starting development of the 2024 MCI OTEP.
  4. Transportation Resource Utilization Committee (TRU) / Hospital Diversion – Miller-Todd reported: There has been an uptick of wait times at both facilities and we are working through a variety of different options to address this. Additionally, there have been some potential changes that are occurring in terms of the BLS transport pilot, with Lacey's implementation, and Ben believes Tumwater is moving forward as well, of dedicated units and floating units around the county, which will be continuously evaluated. The next meeting for TRU is August 10<sup>th</sup>.
  5. ePCR Committee – Miller-Todd reported: Final edits are being made to the ePCR policy. The CBD association is being removed that is in the current proposed policy. Further updates will be disseminated soon so we can meet the new effective date of October 1<sup>st</sup>.
- C. **Staff Report** – Staff report is located on the website at – <https://www.thurstoncountywa.gov/m1/Pages/meetings.aspx> Miller-Todd highlighted the following: 1) Jerett Latimer, Medic One IT support, is leaving and moving on to the State Auditor's office. We will be posting for this position immediately. 2) August 16<sup>th</sup> our ALS Training Coordinator begins work at Medic One. 3) Liz Gore with LFD3 accepted a part-time position at Medic One and will be performing cardiac arrest reviews.

## **VI. OLD BUSINESS**

- A. EMSC Report – Miller-Todd reported: 1) The EMSC recommended the 2024/2025 budget to the Board of County Commissioners. There has been a proposed increase of \$120,000 to BLS funding. There is also a proposal in the budget to replace medic units, AEDS, ventilators, radios, and tablets and the purchase of an 8<sup>th</sup> medic unit, with staffing associated with it.

## **VII. NEW BUSINESS**

- A. SEI Staffing – Clem provided a presentation on where we stand with SEIs in Thurston County and what the plan is moving forward. The presentation included what the initial and ongoing requirements are for SEIs. The current status is 5 certified SEIs, 1 SEI candidate, and 2 interested Thurston County providers. Moving forward we will finish the process with the current SEI candidate, start another provider through the SEI process in 2024-1, ideally maintain 5-6 active SEIs, and have 2 classes per year with a maximum of 6 SEIs.

## **VIII. GOOD OF THE ORDER** – Miller-Todd said effective 9/1/23 we are switching out the MPDD from Dr. Skinner to Dr. Conway, while Dr. Skinner is on a 1-year sabbatical. 2) Derek Smith provided an update on the PSPH entry way program: As of July 1<sup>st</sup>, Olympic Ambulance has stood up 5 times for a total of 18 hours and captured 15 patients.

## **IX. ADJOURNMENT** – The meeting was adjourned at 2:23.

**THURSTON COUNTY MEDIC ONE  
OPERATIONS COMMITTEE ~ MEETING MINUTES  
HYBRID - ESC  
September 7, 2023**

**PRESENT**

**(In-Person):** Steve Brooks, Todd Carson, Corey Rux, Derek Smith, Ray Curtis, Brian VanCamp, Shawn Crimmins, Larry Fontanilla

**PRESENT**

**(Virtual):** Elizabeth Gore, Mark Gregory, Wendy Rife

**ABSENT:** Mindy Churchwell, Carla Carter

**EXCUSED:** Wendy Hill

**GUESTS:** Jennifer Schmidt (I), Eric Forsythe (V), Greg Perry (V), Kevin Heindel (V), Michael Hughes (V), Chris Patti (V), Joey Rodriguez (V), Anders Conway (I), Kevin Bossard (I)

**STAFF:** Ben Miller-Todd, Sandra Bush

**I. CALL TO ORDER/ROLL CALL** – Chair VanCamp called the meeting to order at 2:00.

**II. APPROVAL OF AGENDA –MSC** – Agenda was approved.

**III. PUBLIC PARTICIPATION** – None

**IV. REVIEW AND APPROVAL OF MINUTES**

1. Operations Committee – August 3, 2023 – (Crimmins/Curtis) move to approve and this carried.
2. EMS Council – No August meeting (Informational only)

**V. COMMITTEE REPORTS**

- A. **West Region EMS Council** – Greg Perry reported: 1) The council met September 6<sup>th</sup> and there was a presentation of financial and historical information. Dr. O'Mahony reported that the board continues to meet monthly to review the financial information. 2) 13 Prevention Grant applications were received for 2024. A committee was created, and it was decided to fund 10 of the applicants, either fully or partially. It was also noted that the approved applications spanned across all 5 counties within the west region. 3) There was discussion on the TED (Training, Education and Development) committee about the EMS conference for May 2024.
- B. **Subcommittees**
1. Equipment Committee (EqC) – No meeting, no report.
  2. Mass Casualty Incident (MCI) Committee – No meeting, no report.
  3. Training Advisory Committee (TAC) – Clem reported: TAC met as a work group in person and started discussing development of the MCI OTEP.
  4. Transportation Resource Utilization Committee (TRU) / Hospital Diversion – No report.
  5. ePCR Committee – No meeting, no report.
- C. **Staff Report** – Staff report is located on the website at – <https://www.thurstoncountywa.gov/m1/Pages/meetings.aspx> Miller-Todd highlighted the following: 1) Paramedic Program Manager interviews will begin the end of September. 2) Thurston County Manager, Ramiro Chavez, resigned and his last day will be October 5<sup>th</sup>. The county has not yet named an interim. 3) 18 individuals are enrolled in the fall EMT class.

**VI. OLD BUSINESS**

- A. EMSC Report – No August meeting.
- B. HPU Agreement Renewals – Miller-Todd reported: HPU agreements will expire the end of 2023 and Medic One is asking the committee if there is any reason to renew. No objections from the committee so Chair VanCamp said we will let them lapse.
- C. COVID Restrictions/Precautions – Miller-Todd reported: In large part this has been handed back to county health jurisdictions. As it sits right now, with an uptick in COVID, there is no indication that there will be broad mandates for masking, or any of the other measures that were taken during the pandemic. Requirements will be on an agency to agency, or entity to entity basis; however, if MultiCare, Providence, or long-term health care facilities, require masking

in their facility, then providers will need to comply. Miller-Todd reminded everyone that Medic One covers 100% of vaccine costs for EMS providers, on Washington State or Thurston County recommended vaccines. Miller-Todd also said that a COVID/flu combo vaccine is on the horizon.

## VII. NEW BUSINESS

- A. Annual Review of Ambulance Ordinance – The committee has no recommended changes.
- B. Introduction of new ALS Coordinator – Ben introduced Clint Wathen as the new Medic One ALS Training Coordinator, and Dr. Anders Conway as the interim MPD Delegate.
- C. Comprehensive Planning Process – VanCamp reported: The EMS Council appointed a joint committee, looking at the previous 5-year comprehensive plan, and updating it. The committee met in August and much of the discussion suggested that the committee meet with hospital staff to review their strategic plans. At the last meeting Miller-Todd said there was broader discussion on what was envisioned for a 20-year comprehensive plan, with community involvement, i.e., hospitals, hospital growth, etc. An invitation was given to MultiCare and Providence to provide a presentation of their strategic plans to the Comp Plan committee meeting following the September and October Ops meeting.
- D. 2024-2025 Budget Process & Implications on Ops – Miller-Todd provided high points on the 2024-2025 Medic One budget. The budget has been submitted to the County Commissioners and we will know what approval has been made in December. There was one component that was approved in August, which is the ARPA funding to offset the purchase of 4 of the 5 new medic units, which will allow us to purchase and staff an 8<sup>th</sup> medic unit. The funding also allows us to replace AEDs, tablets, and the continued replacement of units and ventilators, as well a minimum of a \$120,000 increase in BLS funding. Brooks asked what the growth factor being rolled in is because the levy allows for 7%. He said Lacey was surprised to see their preliminary value assessment because it regressed for the first time since 2008. Miller-Todd said we are fixed at 7% growth until we hit \$0.50/\$1,000, however he will check with the county to find out if the regressed value Brooks is referring to is county wide.
- E. Initial EMT Training - Clem reported: The fall EMT class started August 17<sup>th</sup>, with 20 applications accepted, and the class is down to 18 (1 is a self-drop). Tom Sexton is the lead SEI and Erin Burgman with Medic One is working thru SEI candidacy. Medic One is working on a handbook revision.
- F. EMT Class Workgroup - Procedures for initial BLS training (Procedure #5) was approved by the EMSC Operations Committee in May 2011 and has not been reviewed or updated since then. A workgroup and charter have been created to develop a consensus-based recommendation for changes to the **Procedures for Initial BLS Training**. The workgroup will consist of: EMSC representative; Ops Committee representative; MPD or designee; TCMO BLS Program Manager; (2) SEIs; and one representative from the Thurston County Fire Chief's Association. The goal is to have a draft recommendation by the end of the fourth quarter 2023 and present it to the EMSC Operations Committee for their January 2024 regular meeting.

VIII. GOOD OF THE ORDER – 1) VanCamp mentioned an article in the September 6<sup>th</sup> JOLT written by a doctor on her interpretation of the dilemma with through put at the hospitals and the impacts it's having with prehospital staff. 2) Miller-Todd said staff is coordinating with Lacey Stand Alone ED to provide a presentation to the Ops Committee before they open.

IX. ADJOURNMENT – The meeting was adjourned at 2:44.

## Medic One Budget 2023 Budget vs Actuals SUMMARY

### 2nd Qtr Jan-Jun 2023

<u>Description</u>	<u>Budget</u>	<u>YTD Expended</u>	<u>Available</u>	<u>Used</u>
ADMIN	\$ 942,408	\$ 418,774	\$ 522,666	45%
ALS	\$ 14,140,233	\$ 5,054,036	\$ 9,085,214	36%
BLS	\$ 2,495,509	\$ 1,289,5123	\$ 1,203,669	52%
IT	\$ 774,943	\$ 319,186	\$ 454,230	41%
ER&R	\$ 1,388,410	\$ -	\$ 1,388,410	0%
<b>Totals</b>	<b>\$ 19,741,880</b>	<b>\$ 7,087,691</b>	<b>\$ 12,654,189</b>	<b>36%</b>

\*indicates a change in budget due to an amendment or a transfer in budget authority to another ORG.

#### **ADMIN**

Overall budget is 45% expended.

- 1290C411/510000 Salaries/Benefits 60%  
This line includes leave payout for the previous Emergency Services Director and a short time overlap for the previous ES Director and current ES Director.
- 1290C412/542000 Communications 62%  
This line includes 3<sup>rd</sup> qtr. payment to Thurston 911 communications.
- 1290C412/56000 Capital Leases 100%  
New copier acquisition. Copier was up for replacement.

#### **ALS**

Overall budget is 36% expended

- 11290C421/510000 Wages/Benefits 11%  
This line is underspent due to vacant positions (1 FTE-ALS Training Coordinator and .50FTE Quality Improvement Coordinator & Paramedic manager)
- 1290C422/549005 Misc.-Participant Training 161%  
This includes travel reimbursements for Paramedic Manager interviews. Original budget for this line item is \$1,000 and expenses YTD total \$1,605.
- 1290C424/ 543000&549005 Travel & Misc. training avg 13%  
Anticipated paramedic travel to occur during quarters 3&4.
- 1290C425/541000 Professional services avg 36%  
Invoices in this line item run two months behind. Projected to be within budget by year end.
- 1290C428/545000 Operating Leases/Rentals 100%  
This reflects oxygen cylinders expenses. Budget appropriate was moved in 2022 to cover this but the appropriation did not carry over to 2023. This will be resolved for 3<sup>rd</sup> qtr.



## **BLS**

Overall budget is 52% expended.

- 1290C441/ 510000:527000 Salaries/Benefits 36%  
This line is underspent due to two vacant positions (1 FTE Senior EMS Instructor and .50 FTE Quality Improvement Coordinator)
- 1290C442/all line items Supplies, equipment, travel avg 7.1%  
Projected to come in under budget at year end due to expenses budgeted for vacant positions.
- 1290C445/535000 Small tools & minor equipment 78% avg  
Scheduled computer replacement. Expected to come in on budget by year end.
- 1290C445/549000 Misc 75%  
Software budgeted in this line item. Anticipating coming in on budget.
- 1290C480/all line items CPR 32%  
Expenses expected to post quarters 3 & 4.
- 1290C485/542000 Communications 75%  
Charged back to FD12- nets to zero.
- 1290C485/541000 Professional Services 100%  
Annual Financial Support checks sent out to fire agencies.

## **IT**

Overall budget is 41% expended.

- 1290C462/535000 Small Tools & Minor Equip 100%  
Replacement computers purchased.
- 1290C462/549005 Misc training 73%  
Training occurred during 1<sup>st</sup> qtr. Anticipating coming in on budget at year end.
- 1290C463/541000 Professional Services .60%  
This line historically has been utilized for contracts. Per financial services guidance some contract costs better align in other object codes.

## **ER&R**

Overall budget is 0% expended. Expenses to occur in 3rd & 4th Qtr.

ORGS: 1290C400:1290C416

**MEDIC ONE ADMIN BUDGET**  
**Jan-Jun 2023 Budget vs Actuals**

ORG	OBJECT	PROJECT ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	AVAILABLE BUDGET	% USED
1290C400	549000	MISCELLANEOUS	0	12,087	0.00		12,087	0.00
1290C400	591013	IF LEAVE BUY OUT CHARGE	3,122	3,122	1,561.02		1,561	50.00
Sub total leave buy out			3,122	15,209	1,561.02	0.00	13,648	10.30
<b><u>BUILDING REPAIRS</u></b>								
1290C401	591011	IF PROF SVS-IT APP RESERVES	32,597	32,597	16,298.52		16,298	50.00
Sub total Building Repairs			32,597	32,597	16,298.52	0.00	16,298	50.00
<b><u>ADMIN WAGES &amp; BENEFITS</u></b>								
1290C411	510000	SALARIES	293,900	298,330	181,145.69		117,184	60.70
1290C411	521000:527000	BENEFITS	82,198	83,058	48,637.76		34,420	58.60
Sub total Wages & Benefits			376,098	381,388	229,783.45	0.00	151,605	60.20
<b><u>ADMIN M&amp;O</u></b>								
1290C412	531000	SUPPLIES	10,675	10,675	1,451.14		9,224	13.60
1290C412	535000	SMALL TOOLS & MINOR EQUIPMENT	3,899	3,899	405.14	1,344.22	2,150	44.90
1290C412	541000	PROFESSIONAL SERVICES	174,500	174,500	2.50		174,498	0.00
1290C412	542000	COMMUNICATIONS	10,500	10,500	6,531.03		3,969	62.20
1290C412	543000	TRAVEL	4,500	4,500	1,855.34		2,645	41.20
1290C412	545000	OPERATING LEASES/RENTALS	0	0	662.40		-662	100.00
1290C412	548000	REPAIRS & MAINTENANCE	8,827	8,827	4,057.71		4,769	46.00
1290C412	549000	MISCELLANEOUS	2,000	2,000	82.13		1,918	4.10
1290C412	549005	MISC-PARTICIPANT-OTHER TRAINING	2,000	2,000	732.66		1,267	36.60
1290C412	566000	CAPITAL LEASES	0	0	14,564.27		-14,564	100.00
1290C412	575000	CAP LEASES/INSTALL PURCHASES	4,532	4,532	384.74		4,147	8.50
1290C412	583000	INTEREST-LONG TERM EXT DEBT	381	381	224.04		157	58.80
1290C412	591001	IF PROF SVS-RECORDS	1,944	1,944	972.00		972	50.00
1290C412	591002	IF PROF SRVCS-IT	63,321	63,321	31,660.50		31,661	50.00
1290C412	591003	IF PROF SVS-INFRASTRUCTURE	3,842	3,842	1,921.02		1,921	50.00
1290C412	591008	IF-PROF SVS-GEODATA	25,325	25,325	12,662.52		12,662	50.00
1290C412	591010	IF PROF SVS-BENEFITS ADMININ	2,714	2,714	1,357.02		1,357	50.00
1290C412	591012	IF PROF SVS-CO WIDE SVS	37,774	37,774	18,886.98		18,887	50.00
1290C412	592001	IF COMMUNICATIONS-PHONE	102	102	51.00		51	50.00
1290C412	592002	IF COMMUNICATIONS-MAILROOM	2,582	2,582	1,291.02		1,291	50.00
1290C412	592003	IF COMMUNICATIONS-POSTAGE	628	628	37.72		590	6.00
1290C412	592004	IF COMM-LONG DISTANCE	11,619	11,619	375.53		11,243	3.20
1290C412	595001	IF OP RENTALS-CO OWNED	44,201	44,201	22,100.52		22,100	50.00
1290C412	595005	IF CUSTODIAL	16,229	16,229	8,114.52		8,114	50.00
1290C412	595006	IF UTILITIES	20,686	20,686	10,342.98		10,343	50.00
1290C412	598001	IF BUILDING RESERVES	60,810	60,810	30,405.00		30,405	50.00
Sub total M&O			513,591	513,591	171,131.43	1,344.22	341,115	33.60
<b>ADMIN Expense Total</b>			<b>925,408</b>	<b>942,785</b>	<b>418,774.42</b>	<b>1,344.22</b>	<b>522,666</b>	<b>44.60</b>

ORGS: 1290C421:1290C42.

**Medic One ALS Budget**  
**Jan-Jun 2023 Budget vs Actuals**

ORG	OBJECT	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	AVAILABLE BUDGET	% USED
<b><u>ALS WAGES &amp; BENEFITS</u></b>									
1290C421	510000		SALARIES	289,667	293,747	33,466.75		260,280	11.40
1290C421	516000		EXTRA HELP	25,000	25,000	2,577.18		22,423	10.30
1290C421	521000		BENEFITS	118,195	119,005	14,054.64		104,950	12.00
1290C421	541000		PROFESSIONAL SERVICES	600	600	0.00		600	0.00
1290C421	543000		TRAVEL	500	0	0.00		0	0.00
1290C421			Total 1290C421 29 MEDIC 1 ALS WAGES	433,962	438,352	50,098.57	0.00	388,253	11.40
<b><u>ALS M&amp;O</u></b>									
1290C422	531000		SUPPLIES	2,000	2,000	0.00		2,000	0.00
1290C422	543000		TRAVEL	6,000	6,500	0.00		6,500	0.00
1290C422	548000		REPAIRS & MAINTENANCE	500	500	86.04		414	17.20
1290C422	549000		MISCELLANEOUS	500	500	0.00		500	0.00
1290C422	549005		MISC-PARTICIPANT-OTHER TRAING	1,000	1,000	1,605.04		-605	160.50
1290C422			Total 1290C422 29 MEDIC I ALS M&O	10,000	10,500	1,691.08	0.00	8,809	16.10
<b><u>ALS TRAINING/TRAVEL (Paramedic)</u></b>									
1290C424	543000		TRAVEL	32,500	32,500	989.95		31,510	3.00
1290C424	549005		MISC-PARTICIPANT-OTHER TRAING	27,625	27,625	7,174.91		20,450	26.00
1290C424			Total 1290C424 29 MEDIC 1 ALS TRAIN	60,125	60,125	8,164.86	0.00	51,960	13.60
<b><u>ALS CONTRACT SUPPORT</u></b>									
1290C425	541000		PROFESSIONAL SERVICES	11,650,000	11,650,000	4,215,799.48		7,434,201	36.00
1290C425	545000		OPERATING LEASES/RENTALS	172,000	172,000	1,820.38		170,180	1.10
1290C425	546000		INSURANCE	130,000	130,000	27,797.90		102,202	21.40
1290C425	575000		CAP LEASES/INSTALL PURCHASES	0	0	60,143.94		-60,144	100.00
1290C425	583000		INTEREST-LONG TERM EXT DEBT	0	0	1,468.86		-1,469	100.00
1290C425			Total 1290C425 29 MEDIC 1 ALS CONTR	11,952,000	11,952,000	4,307,030.56	0.00	7,644,969	36.00

**ALS SUPPORT**

1290C428	531000	SUPPLIES	80,000	80,000	61,128.88		18,871	76.40
1290C428	531003	SUPPLIES-UNIFORMS/CLOTHING	30,000	30,000	9,544.32		20,456	31.80
1290C428	531012	SUPPLIES-MEDICAL	420,000	420,000	185,533.97		234,466	44.20
1290C428	531014	SUPPLIES-DRUGS/PHARMACEUTICALS	175,000	175,000	66,529.39		108,471	38.00
1290C428	532000	FUEL CONSUMED	80,000	80,000	31,463.41		48,537	39.30
1290C428	535000	SMALL TOOLS & MINOR EQUIPMENT	60,000	60,000	6,882.47	983.33	52,134	13.10
1290C428	541000	PROFESSIONAL SERVICES	155,000	155,000	57,399.75		97,600	37.00
1290C428	541009	PROF SVS-ADVERTISING	20,000	20,000	5,020.51		14,979	25.10
1290C428	542000	COMMUNICATIONS	10,000	10,000	0.00		10,000	0.00
1290C428	545000	OPERATING LEASES/RENTALS	0	0	5,879.83		-5,880	100.00
1290C428	548000	REPAIRS & MAINTENANCE	70,000	70,000	1,541.05		68,459	2.20
1290C428	548003	REPAIRS/MAINT-LABOR	180,000	180,000	56,041.00		123,959	31.10
1290C428	549000	MISCELLANEOUS	20,000	20,000	11,507.68		8,492	57.50
1290C428	591004	IF PROF SVS-INDIRECT COSTS	337,984	337,984	168,991.98		168,992	50.00
1290C428	593001	IF SUPPLIES-FUEL	1,000	1,000	0.00		1,000	0.00
1290C428	595000	IF OPERATING RENTALS	600	600	0.00		600	0.00
1290C428	596000	IF INSURANCE SERVICES	39,172	39,172	19,586.52		19,585	50.00
1290C428	598002	IF REPAIRS/MAINT-OTHER	500	500	0.00		500	0.00
1290C428	Total 1290C428 29 ALS SUPPORT SERVI		1,679,256	1,679,256	687,050.76	983.33	991,222	41.00
ALS Expense Total			14,135,343	14,140,233	5,054,035.83	983.33	9,085,214	35.70

**Medic One BLS Budget**  
**Jan-Jun 2023 Budget vs Actuals**

ORG	OBJECT	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	AVAILABLE BUDGET	% USED
<b><u>BLS WAGES/BENEFITS</u></b>									
1290C441	510000		SALARIES	422,500	429,630	161,455.26		268,175	38.00
1290C441	521000		BENEFITS	201,711	203,111	67,787.25		135,324	33.00
1290C441	531000		SUPPLIES	500	500	0.00		500	0.00
1290C441	541000		PROFESSIONAL SERVICES	600	600	0.00		600	0.00
1290C441	543000		TRAVEL	1,200	0	0.00		0	0.00
Sub total Wages & Benefits				626,511	633,841	229,242.51	0.00	404,598	36.20
<b><u>BLS M&amp;O</u></b>									
1290C442	531000		SUPPLIES	200	200	0.00		200	0.00
1290C442	542000		COMMUNICATIONS	1,000	1,000	0.00		1,000	0.00
1290C442	543000		TRAVEL	5,000	6,200	0.00		6,200	0.00
1290C442	548000		REPAIRS & MAINTENANCE	3,000	3,000	860.40		2,140	28.70
1290C442	549000		MISCELLANEOUS	250	250	0.00		250	0.00
1290C442	549005		MISC-PARTICIPANT-OTHER TRAING	1,500	1,500	0.00		1,500	0.00
1290C442	592003		IF COMMUNICATIONS-POSTAGE	0	0	76.57		-77	100.00
1290C442	593000		IF SUPPLIES	500	500	0.00		500	0.00
1290C442	598000		IF REPAIRS/MAINT	500	500	0.00		500	0.00
Sub total BLS M&O				11,950	13,150	936.97	0.00	12,213	7.10
<b><u>TRAINING SUPPORT</u></b>									
1290C445	516000		EXTRA HELP	134,545	134,545	41,720.73		92,824	31.00
1290C445	531000		SUPPLIES	25,000	25,000	1,057.72		23,942	0.04
1290C445	535000		SMALL TOOLS & MINOR EQUIPMENT	4,700	4,700	1,320.13	2,327.53	1,052	77.60
1290C445	541000		PROFESSIONAL SERVICES	116,563	116,563	52,253.35		64,310	45.00
1290C445	543000		TRAVEL	3,000	3,000	0.00		3,000	0.00
1290C445	545000		OPERATING LEASES/RENTALS	2,000	2,000	77.29		1,923	3.90
1290C445	548000		REPAIRS & MAINTENANCE	1,500	1,500	0.00		1,500	0.00
1290C445	549000		MISCELLANEOUS	38,831	38,831	29,217.50		9,614	75.20
1290C445	549005		MISC-PARTICIPANT-OTHER TRAING	1,050	1,050	0.00		1,050	0.00
Sub total Training Support				327,189	327,189	125,646.72	2,327.53	199,215	39.10

**CPR PIE**

1290C480	516000	EXTRA HELP	79,198	79,198	26,157.93	53,040	33.00
1290C480	531000	SUPPLIES	6,402	6,402	413.65	5,988	6.50
1290C480	535000	SMALL TOOLS & MINOR EQUIPMENT	1,000	1,000	0.00	1,000	0.00
1290C480	541000	PROFESSIONAL SERVICES	44,001	44,001	21,327.07	22,674	48.00
1290C480	541009	PROF SVS-ADVERTISING	1,250	1,250	0.00	1,250	0.00
1290C480	548000	REPAIRS & MAINTENANCE	300	300	86.02	214	28.70
1290C480	549000	MISCELLANEOUS	18,000	18,000	0.00	18,000	0.00
1290C480	591000	IF PROFESSIONAL SERVICES	2,000	2,000	0.00	2,000	0.00
Sub total CPR PIE			152,151	152,151	47,984.67	0.00	104,166 31.50

**BLS SUPPORT**

1290C485	516000	EXTRA HELP	0	0	3,497.44	-3,497	100.00
1290C485	531000	SUPPLIES	543,107	655,107	226,556.62	428,550	35.00
1290C485	535000	SMALL TOOLS & MINOR EQUIPMENT	47,500	47,500	482.89	47,017	0.01
1290C485	541000	PROFESSIONAL SERVICES	867,922	647,922	647,608.68	313	100.00
1290C485	541009	PROF SVS-ADVERTISING	4,988	4,988	0.00	4,988	0.00
1290C485	542000	COMMUNICATIONS	1,061	1,061	791.08	270	75.00
1290C485	545000	OPERATING LEASES/RENTALS	0	0	3,161.58	-3,162	100.00
1290C485	548000	29FD3 REPAIRS & MAINTENANCE	0	0	3,603.60	-3,604	100.00
1290C485	549000	MISCELLANEOUS	12,000	12,000	0.00	12,000	0.00
1290C485	595000	IF OPERATING RENTALS	600	600	0.00	600	0.00
Sub total B			1,477,178	1,369,178	885,701.89	0.00	483,476 64.70

<b>BLS Expense Total</b>	<b>2,594,979</b>	<b>2,495,509</b>	<b>1,289,512.76</b>	<b>2,327.53</b>	<b>1,203,669</b>	<b>51.80</b>
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ORGS: 1290C461:1290C463

**MEDIC ONE DATA SUPPORT (IT)**  
**Jan-Jun 2023 Budget vs Actuals**

**IT WAGES/BENEFITS**

ORG	OBJECT	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	ENCUMBERED	AVAILABLE BUDGET	% USED
1290C461	510000		SALARIES	163,841	166,841	78,499.00		88,342	47.10
1290C461	513000		ON CALL/CALL OUT PAY	0	0	4,007.15		-4,007	100.00
1290C461	515000		OVERTIME	20,000	20,000	154.35		19,846	0.80
1290C461	516000		EXTRA HELP	10,000	10,000	0.00		10,000	0.00
1290C461	521000		SOCIAL SECURITY	12,538	12,768	6,291.23		6,477	49.30
1290C461	522000		RETIREMENT	17,017	17,337	8,588.40		8,749	49.50
1290C461	523000		MEDICAL/DENTAL/LIFE	22,008	22,008	10,106.70		11,901	45.90
1290C461	524000		WORKERS COMPENSATION-L&I	672	672	326.58		345	48.60
1290C461	525000		UNEMPLOYMENT COMPENSATION	498	508	247.98		260	48.80
1290C461	526000		PAID FAMILY MEDICAL LEAVE	247	257	180.13		77	70.10
1290C461	527000		LONG TERM DISABILITY	932	952	430.40		522	45.20
Sub total Wages/Benefits				247,753	251,343	108,831.92	0.00	142,511	43.30

**IT M&O**

1290C462	531000		SUPPLIES	1,000	1,000	88.89		911	8.90
1290C462	535000		SMALL TOOLS & MINOR EQUIPMENT	0	0	6,647.45		-6,647	100.00
1290C462	541000		PROFESSIONAL SERVICES	0	0	519.64		-520	100.00
1290C462	543000		TRAVEL	8,000	8,000	3,448.19		4,552	43.10
1290C462	548000		REPAIRS & MAINTENANCE	1,000	1,000	0.00		1,000	0.00
1290C462	549000		MISCELLANEOUS	1,000	1,000	0.00		1,000	0.00
1290C462	549005		MISC-PARTICIPANT-OTHER TRAING	2,000	2,000	1,476.28		524	73.80
Sub total IT M&O				13,000	13,000	12,180.45	0.00	820	93.70

**IT DATA SYSTEM**

1290C463	535000		SMALL TOOLS & MINOR EQUIPMENT	38,500	38,500	1,599.44	991.05	35,910	6.70
1290C463	541000		PROFESSIONAL SERVICES	20,300	20,300	120.45		20,180	0.60
1290C463	542000		COMMUNICATIONS	37,600	145,600	47,732.67		97,867	32.80
1290C463	548000		REPAIRS & MAINTENANCE	289,600	289,600	148,721.10		140,879	51.40
1290C463	549000		MISCELLANEOUS	16,600	16,600	0.00	536.38	16,064	3.20
Sub total Data System				402,600	510,600	198,173.66	1,527.43	310,899	39.10

<b>Data Support Expense Total</b>	<b>663,353</b>	<b>774,943</b>	<b>319,186.03</b>	<b>1,527.43</b>	<b>454,230</b>	<b>41.40</b>
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Org: 1290C493

MEDIC ONE ER&R  
Jan-Jun 2023 Budget vs Actuals

ORG	OBJECT	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% USED
1290C493	535000	NO PROJ	SMALL TOOLS & MINOR EQUIPMENT	42,768	42,768	0.00	42,768	0.00
1290C493	564000	NO PROJ	MACHINERY & EQUIPMENT	1,345,642	1,345,642	0.00	1,345,642	0.00
Sub Total E				1,388,410	1,388,410	0.00	1,388,410	0.00
ER&R Expense Total				1,388,410	1,388,410	0.00	1,388,410	0.00



# Medic One EMT Course Rules Workgroup Charter

**Purpose:** Utilizing a task force of representatives, provide a recommendation to the Thurston County Emergency Medical Services Council (EMSC) Operations Committee for necessary changes to the Thurston County Medic One (TCMO) Emergency Medical Technician (EMT) initial training student handbook (course rules).

**Problem Statement:** The requirement for an EMT student handbook is specified in Washington Administrative Code (WAC) 246-976-022. The student handbook must include a) policies including minimum standards to enter such training, b) course requirements and minimum standards required for successful completion, c) requirements necessary for initial certification and d) a listing of clinical and field internship sites available.

TCMO produces *EMT Course Rules* (the student handbook) for each EMT course to ensure compliance with regulatory requirements and define expectations of high standards for course students. These course rules have been adopted under the authority of TCMO approved procedures. The *Procedures for Initial BLS Training, Procedure #5* was approved by the EMSC Operations Committee on May 5<sup>th</sup> 2011. It has not been reviewed or updated since that date.

Since 2011, workforce standards, adult education-training practices, demographics of student population and economic factors have changed significantly. Questions have arisen about TCMO requirements in the student handbook (course rules) that may exceed the requirements defined in the WAC. The questions have been generally addressed in an ad-hoc manner based upon the circumstances at hand. The desire is to update the procedure and student handbook to establish an up-to-date and realistic standard by which TCMO initial EMT training can be conducted.

**Workgroup Process:** A three step process will be generally used:

**Step 1:** With assistance by TCMO staff, the workgroup will a) examine the WAC student handbook requirements and procedures, b) the current TCMO student handbook requirements and procedures and c) determine any difference between the two requirements and procedures.

**Step 2:** The workgroup will conduct a process to solicit and evaluate stakeholder input of current and historical issues and interests regarding initial EMT training course rules (student handbook).

**Step 3:** With assistance by TCMO staff, the workgroup will develop a recommendation for changes to *Procedures for Initial BLS Training, Procedure #5* and subsequent *EMT Course Rules* for presentation to the EMSC Operations Committee.

## **Joint Workgroup Staffing:**

- The EMSC Chair shall appoint a representative from the EMSC;
- The Operations Committee Chair shall appoint a representative from the Operations Committee;
- The Thurston County Medical Program Director or designee;
- The TCMO BLS Program Manager, who shall act as Chair of the workgroup;
- Two (2) TCMO Senior EMS Instructors (SEI) of current certification as appointed by TCMO BLS Program Manager; and
- The President of the Thurston County Fire Chiefs' Association (TCFCA) shall appoint one (1) representative from the TCFCA Training Officers Committee who is also a currently certified EMT in Thurston County.

**Product:** Develop a consensus based recommendation for changes to *Procedures for Initial BLS Training, Procedure #5* and subsequent *EMT Course Rules* for presentation to the EMSC Operations Committee.

**Timeframe:** The Workgroup should plan to meet on a schedule to be agreed upon in an effort to finalize the draft recommendation by the end of the **fourth quarter 2023** and present it to the EMSC Operations Committee for their January 2024 regular meeting.