

THURSTON COUNTY MEDIC ONE
OPERATIONS COMMITTEE ~ REGULAR MEETING
HYBRID MEETING

AGENDA

January 4, 2024, 2:00 PM

- I. CALL TO ORDER/ROLL CALL
- II. APPROVAL OF AGENDA
- III. PUBLIC PARTICIPATION
- IV. REVIEW AND APPROVAL OF MINUTES
 - A. Operations Committee – December 7, 2023
 - B. EMS Council - December 20, 2023 (informational only)
- V. COMMITTEE REPORTS
 - A. West Region EMS Council
 - B. Subcommittees
 - 1. Equipment Committee (EqC) – Chair or Representative
 - 2. Mass Casualty Incident (MCI) Committee – Chair or Representative
 - 3. Training Advisory Committee (TAC) – Chair or Representative
 - 4. Transportation Resource Utilization Committee (TRU) – Chair or Representative
 - 5. ePCR Committee – Chair or Representative
 - C. Staff Report - <https://www.thurstoncountywa.gov/m1/Pages/meetings.aspx>
- VI. OLD BUSINESS

	ITEM	PRESENTER	EXPECTED OUTCOME
A.	EMSC Report	VanCamp	Information
B.	EMT Class Workgroup	VanCamp/Clem	Recommendation
C.	MCI Plan Updates	Clem	Informational
D.	MPD PCR Policy	Miller-Todd/Fontanilla	Informational
E.	Protocol Updates	Miller-Todd/Fontanilla	Informational

VII. NEW BUSINESS

	ITEM	PRESENTER	EXPECTED OUTCOME
A.	Ops Subcommittee Restructuring	Miller-Todd	Information
B.	Behavioral Health	Fontanilla/Miller-Todd	Discussion
C.	OCED Transports In/Out	Miller-Todd/Smith	Informational
D.	Helicopter Rendezvous PSPH	Miller-Todd/Fontanilla	Informational
E.	8 th Medic Unit Discussion	Miller-Todd	Informational

VIII. GOOD OF THE ORDER

IX. ADJOURNMENT

This meeting is hybrid. If you would like to attend in person, the meeting will be at 2703 Pacific Ave SE, Olympia. If you would like to attend this meeting virtually, please follow the instructions below:

January 4, 2024 2:00 (PDT)

Join Zoom Meeting

<https://us02web.zoom.us/j/89658872302?pwd=TjdhM2wzRmVKR0lvc0puaEk2M0FYUT09>

Meeting ID: 896 5887 2302

Passcode: 135417

You can also dial in using your phone.

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Meeting ID: 896 5887 2302

Passcode: 135417

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

PRESENT

(In-Person): Shawn Crimmins, Mark Gregory, Derek Smith, Ray Curtis, Leonard Johnson, Larry Fontanilla, Wendy Hill, Brian VanCamp, Mike Buchanan

PRESENT

(Virtual): Brian Hurley, Wendy Rife, Mindy Churchwell, Carla Carter

ABSENT: Matthew Morris, Ciaran Keogh

EXCUSED:

GUESTS: Kevin Heindel (V), Michael Hughes (V), Joel Smith, NW Ambulance (V), Rian Winter (V), Eric Forsythe (V), Pamela Mattson (V), Paul Mitchell, NW Ambulance (I)

STAFF: Ben Miller-Todd, Sandra Bush, Chris Clem, Clint Wathen, Daniel Ehlig

I. CALL TO ORDER/ROLL CALL – Chair VanCamp 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 – November 2, 2023 – (Johnson/Crimmins) move to approve the minutes and this carried.
2. EMS Council – November 15, 2023 (Informational only)

V. COMMITTEE REPORTS

- A. **West Region EMS Council** – Clem reported: 1) The council met on 12/6/2023. 2) NW Ambulance presented their EMS Service and Vehicle License application and the council asked to delay their vote until TC EMS Council has had a chance to review and vote. There will be a special council meeting on 12/21 or 12/22 to take action. 3) Olympic Ambulance presented their Grays Harbor County ALS verified application and it was voted to recommend approval to DOH. 4) DOH presented the new trauma triage tool. They will have training resources available on the new tool by January.
- B. **Subcommittees**
 1. Equipment Committee (EqC) – Rian Winter reported on the November 15, 2023 meeting: 1) Drug shortages are saline irrigation bottles, Lidocaine, Ketamine, Albuterol and Bicarb. Chris Clem found a device to get around the saline irrigation. Medic One was able to get a very small amount of Ketamine, and was told a new concentration was available, however it appears that it is not available at this time, and staff is still working on this. 2) The Video Laryngoscopy has been ordered and should be put into service early next year. 3) TFD just received their shipment of Adjustable BVMs and will be testing them before full deployment. 4) A POCUS prep pack is being created for guided IV starts. 5) There was discussion on Peds Bags and whether the kits are being used or if providers just use the Broselow tape and work out of their regular kits.
 2. Mass Casualty Incident (MCI) Committee – Crimmins reported that the committee met 11/28/23 and formalized changes to the MCI plan. Clem reported on MCI training for 2024: There will be an OTEP module with MCI drills across the county. Still working on dates for the larger drills – OFD has a drill scheduled for 6/26/24, TFD will be either 7/8/24 or 7/12/24, based on Tumwater PD's availability, and still working through details with LFD.
 3. Training Advisory Committee (TAC) – No meeting since the last Ops meeting. The next meeting is scheduled for 12/18/23 via zoom.
 4. Transportation Resource Utilization Committee (TRU) / Hospital Diversion – Brooks reported: The last meeting was primarily focused on OCED (Off Campus ED), and masking requirements. Mindy Churchwell said she walked the campus and there is a field in the back that the city might own, and Airlift NW is going to ask the city to pave it for a helipad.
 5. ePCR Committee – Clem reported: The ePCR meeting has been combined with TAC and TAC has not met since the last Ops meeting.

- C. **Staff Report** – Staff report is located on the website at – <https://www.thurstoncountywa.gov/m1/Pages/meetings.aspx> Miller-Todd added that Medic One received a signed offer letter for the Paramedic Program Manager position. Juan Mejias will join the Medic One staff on January 2, 2024. A notice will be sent out on December 15th.

VI. OLD BUSINESS

- A. **EMSC Report** – VanCamp reported: 1) A detailed budget update was presented. 2) 3rd quarter 2023 budget vs actual was presented. 3) The EMSC approved the 2024 ambulance applications for Olympic and AMR. 4) There was discussion on the new MultiCare OCED.
- B. **TCMO Protocols** – Miller-Todd reported: The protocols were re-formatted, and an updated version was submitted to the state on December 1st, and it is anticipated to go live April 1, 2024. The draft protocols are on the Medic One website, as well as an executive summary.
- C. **EMT Workgroup Update** – Clem reported: The workgroup met on November 27th, and they were able to get through the remainder of the rules for comment and discussion. Clem is working on the notes and putting them into a draft of the new rule set and planning on having this done and out to the group tomorrow for review. The plan is to present to Ops in January.

VII. NEW BUSINESS

- A. **Patient Delivery Process to the OCED** – Miller-Todd reported: The go live on the OCED is December 13th. Information will be disseminated to the agencies, including maps of where units can pull in, which is parallel to Selma St. ESO and all other environments will be updated with the OCED as a destination, and Scott Brownell has been working to integrate Tracker into their system so they will have charts go their way as well. Step traumas, STEMIs, strokes, and those types of things cannot go to the OCED, as well as OB patients. The slide included a report line of 564-669-5223, however MultiCare put a new number in chat of 564-669-5210. Miller-Todd reminded the committee that the OCED is a 24/7 facility, and if a 911 is activated, it rolls over to Thurston County protocols.
- B. **Northwest Ambulance Services** – Miller-Todd explained the differences between the two applications that are on the agenda for NW Ambulance. Recommendation on the DOH application will go back to DOH, and recommendation on the Thurston County ambulance application will go to the EMS Council, and then to the Thurston County Board of County Commissioners. The service provided by NW Ambulance will be strictly for the MultiCare OCED and Miller-Todd is recommending a letter be attached to the DOH application regarding the restriction of the license.
- C. **Northwest Ambulance – DOH EMS Service and Vehicle License Application** – (Johnson/Brooks) move to recommend approval of the NW Ambulance license application with trauma verification limited to interfacility emergency and non-emergency only, within Thurston County, and this carried with one abstaining.
- D. **Northwest Ambulance – TC Ambulance Application** – (Johnson/Buchanan) move to approve recommendation to the EMS Council for the NW Ambulance application with a letter of limitation attached, and this carried with one abstaining.

VIII. GOOD OF THE ORDER – Miller-Todd mentioned masking is required in clinical areas at both hospitals, due to RSV. Buchanan said Chief Morris will be at the next meeting.

IX. ADJOURNMENT – (Curtis/Smith) move to adjourn the meeting at 2:55, and this carried.

**Thurston County Medic One
Emergency Medical Services Council – Regular Meeting
Hybrid – 2703 Pacific Ave SE, Olympia
December 20, 2023**

PRESENT

(In-Person): Stan Moon, Brian VanCamp, Frank Kirkbride, Lenny Greenstein, Tom Carroll, Margaret McPhee, Cindy Hambly, John Ricks, Gary Edwards, Brian Hurley

PRESENT

(Virtual): Harry Miller

ABSENT: Wayne Fournier, City of Olympia (TBD)

EXCUSED: Larry Fontanilla, Sheila Fay

GUESTS: Steve Slater (V), Jennifer Schmidt (V)

STAFF: Ben Miller-Todd, Sandra Bush, Joy Keene, Chris Clem, Daniel Ehlig

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

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

II. PUBLIC PARTICIPATION – None.

III. REVIEW AND APPROVAL OF MINUTES

- A. EMS COUNCIL – November 15, 2023 (Ricks/Edwards) move to approve the minutes, and this carried.
- B. OPERATIONS COMMITTEE – December 7, 2023 (informational only)

IV. COMMITTEE REPORTS

- A. **OPERATIONS COMMITTEE:** VanCamp reported: 1) Committee reports were provided. 2) Protocol updates have been submitted to DOH for their review and approval. 3) Chris Clem provided an update on the EMT class handbook workgroup. 4) There was discussion on the opening of the MultiCare off campus ED. The Ops committee recommended approval of the NW ambulance application for DOH, and the County ambulance application, to the EMSC which is on today's agenda.
- B. **WEST REGION EMS COUNCIL:** Kirkbride reported: 1) The NW Ambulance application to DOH was reviewed and the council is asking for recommendation from the EMSC. If the EMSC recommends approval of the license application, WREMS will hold a special meeting tomorrow to act on it. 2) The strategic plan is on schedule. 3) Next meeting is March 6, 2024.
- 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) The new Paramedic Program Manager, Juan Mejias, will start work on January 2, 2024. 2) Paramedic hiring process is 1/10 – 1/11/2024. 3) 15 EMTs graduated this past Monday. 4) The Medic One budget was approved in full for 2024-2025. There was an over charging of population by \$140,000, which will be spread out over 3 years, and is a reduction of approx., \$46,000 a year. There will be no operational impacts to this.

V. OLD BUSINESS – No Old Business

VI. NEW BUSINESS

- A. Northwest Ambulance – DOH EMS Service and Vehicle License Application – At the December Operations Committee meeting there was a motion to recommend to the EMS Council a DOH vehicle license application for NW Ambulance, for interfacility transports from the MultiCare Off Campus Emergency Department. (Greenstein/Ricks) move to approve the DOH service and vehicle license application, and

this carried, with Edwards abstaining.

- B. Northwest Ambulance – Thurston County Ambulance Application – (Greenstein/Carroll) move to approve the Thurston County ambulance application being sent to the Thurston County Commissioners, and this carried with Edwards abstaining.
- C. Establishment of EMS Council By-Law Review Committee – Chair Moon asked the council to approve an ad hoc committee for reviewing the current bylaws. There are a number of things that have not been reviewed for some time, and with the increase of County Commissioners, there will be an increase to members on the EMS Council. Members of the committee will include Greenstein, Carroll, Hambly, Chief VanCamp, and Moon, and Greenstein will chair. (McPhee/Ricks) move to approve appointing a committee to examine the bylaws, and this carried. The committee will present back to the council for a recommendation to the Board of County Commissioners.
- D. MultiCare – Lacey OCED – Miller-Todd shared information on the Lacey OCED, that he shared at the Ops Committee meeting. The OCED is the off-campus ED located on Golf Club Rd. The OCED is licensed as an emergency department, however they are not a cardiac center, and they do not have a cath-lab. If Thurston County providers transport patients to or from this ED, Thurston County protocols apply.

VII. PUBLIC PARTICIPATION – None

VIII. GOOD OF THE ORDER - None.

IX. ADJOURNMENT– Meeting adjourned at 4:08.



Medic One POLICY

I. POLICY NUMBER:	
II. POLICY TITLE:	Written Patient Care Reports
III. EFFECTIVE DATE:	4/1/2024
IV. RELATED POLICIES:	
V. AUTHORIZATION REFERENCES: RCW: 18.71.212 (Medical Program Director); 70.02 (Medical Records) WAC: 246-976-920 (Medical Program Director)	
VI. SCOPE:	All EMRs, EMTs, and Paramedics
VII. DEFINITIONS:	<p>Agency: Provider Agency</p> <p>Assess: evaluate either by interview (including non-medical conversation) and/ or examination (including general observation) to determine if a patient has an emergent medical condition. This includes assisting patients with what are normal activities of daily living.</p> <p>NFIRS: National Fire Incident Reporting System</p> <p>Medical Call:</p> <ol style="list-style-type: none"> 1. Every instance that providers are dispatched with an expectation to assess a patient (or patients) to determine if they have an emergent medical condition, regardless of what is found on arrival. 2. <i>Medical condition identified following evaluation by responders</i> <p>Lead Provider: Thurston County-affiliated EMS provider who is responsible for the evaluation of a Patient on a Medical Call.</p> <p>Patient: Any person or people involved in the incident that generated the call, whom the provider is assessing.</p> <p>PCR: Patient Care Report</p>
VIII. POLICY PURPOSE: Specify when a PCR will be written and submitted	
IX. POLICY STATEMENT: A PCR will be written on every Medical Call.	
X. ATTACHMENTS	
RECORD OF ACTION: Adopted Date: _____ Signature: _____ <div style="text-align: center;">Medical Program Director</div>	
RECORD OF ACTION: Amended Date: _____ Signature: _____ <div style="text-align: center;">Medical Program Director</div>	

RECORD OF ACTION:

Rescinded Date: _____

Signature: _____
Medical Program Director

DRAFT



Medic One

POLICY PROCEDURE

I. POLICY NUMBER:	
II. POLICY TITLE:	Written Patient Care Reports
III. EFFECTIVE DATE:	1/1/2024
IV. RELATED PROCEDURES:	
V. PROCEDURE:	<ol style="list-style-type: none"> 1. A PCR will be written by the Lead Provider on every Medical Call, regardless of disposition. In every case, a PCR will also be written by any state-licensed transport unit which transports a patient. <ol style="list-style-type: none"> a. If the Lead Provider maintains care throughout the entirety of the call, their report will need to reflect the actions of all providers on scene and the other responding units will not be required to complete a PCR. b. If the Lead Provider passes care to another provider, both will be required to complete a PCR. c. ALS-level evaluations, treatments, and decisions will be documented by the responding ALS providers. 2. Command personnel are exempt from writing a PCR if other certified providers are creating the PCR, unless they provided some critical intervention. 3. MVCs that involve non-injured patients may document the following conditions in their NFIRS reports instead of a PCR for all patients that meet these conditions: <ol style="list-style-type: none"> a. Patient Name (Last, First) b. Patient DOB (MM/DD/YYYY) c. Patient statement that they do not want or need EMS evaluation d. Attestation that patient has decision making capacity to refuse care <p>Should an assessment/treatment occur, that specific patient is required to have a PCR.</p> <p>This allowance aligns with the need to remove providers from roadways where safety is of paramount importance while also identifying the need to appropriately document EMS-related interaction as a responsibility to the public.</p> <p>Additionally, any agency exercising this documentation method will have previously given access to Medic One administrators to their NFIRS reporting module.</p> 4. All PCRs should be completed and transferred within 1 hour of the termination of care or handoff. If dispatched to another call before this can be completed, the expectation is that the PCR will be completed within an hour of the termination of care or handoff of the next call. 5. PCR completion will be reviewed routinely. Any PCR not completed within 24 hours are subject to review by either the MPD or the Agency. PCR non-compliance will be addressed, in coordination with the MPD and the Agency, to construct corrective action and/or remediation for the provider. Should the non-compliance continue, the provider will be subject to escalating measures as determined by the MPD and/or the Agency. 6. CSN numbers utilized for HDE outcomes shall not be entered into a chart for those patients that have specifically requested to opt out of the quality improvement process.

RECORD OF ACTION:

Adopted Date: _____

Signature: _____
Medical Program Director

RECORD OF ACTION:

Amended Date: _____

Signature: _____
Medical Program Director

RECORD OF ACTION:

Rescinded Date: _____

Signature: _____
Medical Program Director