

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL

April 13, 2023 (in person & virtual)

Submitted by Cheryl Burrows

MEMBERS PRESENT (voting): Lee Hadden, Chair (RFD), George Long (KITTCOM), V. Chair, Jack Horsley (MPD), Lauren Fritts, Chris Hutsell (FD#7), Kate Knutson (ALNW) **Virtual:** Rich Elliott (KVFR), Doug Presta (CWU), Danielle Bertschi (FD#6), Cody Staub (KVH), Jacob Riedel (LFN) **Not able to attend:**

Guest(s): None **Staff:** Cheryl Burrows, EMS Coordinator

Introductions & Membership Updates: No membership updates received. Cards circulated.

ACTION ITEMS:

- **Minutes** – Chris Hutsell motioned to approve the February Council meeting minutes, seconded by George Long, motion carried. Executive Committee minutes approved as presented by Lee and George.
 - **County Operating Procedures review continued** – Cheryl sent out a revised draft of COP #3-Air Ambulance Services. There were significant additions made since the state review that were taken from the WA State Air Medical Plan and improved language addressing access to blood products. Air transport services received the draft to provide feedback. Cheryl received pre-meeting feedback from Suzy Beck, ALNW. The following was shared:
 - Air transport will be dispatched with the intent to fly the patient even if the goal is to access blood for the patient. A decision to fly or go by ground will be made at the time of rendezvous between the crews.
 - If the patient is not flown to the receiving facility, the ALNW crew would have to go with the ground crew to administer the blood product and would return with them if possible.
 - How is the patient charged? If the ALNW crew goes by ground with medics, the ambulance can charge for the critical care ground fee and ALNW forgoes their charges. Patient is not charged twice.
 - If a patient needs blood, time and the speed of access to a surgeon are of the essence.
 - Confluence in Wenatchee is a quick air transport for damage control surgery. They are a highly functioning Level III with quick access that can save a life.
- Proposed changes were discussed. No changes were recommended except adding reference to landing zone rendezvous locations outside of the county, which can be added to the updated LZ list. Jack Horsley motioned to approve as presented, Rich Elliott seconded, motion carried. The revised draft will be sent to the state. There was further discussion regarding improving access to blood products locally for the ALS crews following a recent HMC CQI incident review request and discussion at the April paramedic meeting. This is being looked into further.
- **IV Therapy Course Request** – Currently only two qualified individuals have expressed an interest in this class. The cost to conduct a course is about \$3,200 and is fee based. About 4-5 participants are preferred. Dr. Horsley does not want to conduct a course for only two people currently. This will be reviewed again for FY24.
 - **By-law revisions** – A few minor revisions were emailed to the membership 2-7-23 and discussed at the 2-9-23 council meeting. No comments or additional comments have been received. Chris Hutsell motioned to approve as presented, Jack Horsley seconded, motion carried.
 - **2023 Office Budget Amendment (resolution # 4-13-23)** –Budget amendments were proposed to adjust for the unexpected COLA of 4% for staff and the increase to staff benefits and taxes, as well as other minor budget adjustments for rent/utilities, phone costs and miscellaneous. FY24 Training Budget will contribute \$2,000 to the copier lease and cost of photocopies. Jack Horsley motioned to approve as presented, George Long seconded, motion carried.
 - **FY23 SCR Training Grant Request (PMT #2)** – The request for reimbursement for \$4,018.09 was presented for approval. The funds were expended for annual Instructor/Evaluator training, in-person OTEP training, EMT training, and disposable training supplies. Jack Horsley motioned for approval, Lauren Fritts seconded, motion carried.
 - **Program Financial / Treasurer Report / Vouchers:** Coordinator

- **Account Balances & Program Financial Reports** – Reports distributed for review.

Account Balance:

- Umpqua Bank Checking = \$ 118,301.63
- Account Balance** **\$ 118,301.63**

Program Balances:

- 2023 Office = \$ 73,769.69
- FY23 Training (7/1/22-6/30/23) = \$ 44,531.94
- Total Balance = \$118,301.63**

- **Treasurer / Program Financial Reports/Vouchers** – The Council reviewed the March/April vouchers/invoices provided in voucher packet. Council Chairman will review complete financial report with corresponding vouchers upon signature.

- Total Vouchers/Payments (2023) = \$ 23,915.12
- Number of checks issued (6653-6668): 16
- Voided Checks: 0
- Electronic Fund Transfer: 1 = \$ 494.77
- Total Payments: = \$ 24,409.89**

George Long motioned to approve the vouchers/invoices for Office and Training programs as presented, seconded by Chris Hutsell, motion carried.

NEW & OLD BUSINESS:

- **MCI Cards / Landing Zone List update** –
 - Debbie has been delivering the MCI card packets requested by agencies for the last two months. The 2023 OTEP M13 provided a review of the MCI Plan / START Triage and the use of the MCI Cards.
 - 2023 Landing Zone Updates – Hyak DOT lot and Bandera State Airport were added as discussed at the last meeting. A new LZ has been identified and approved by ALNW pilot at KVFR Station #29 lot behind the station. There was an urgent need due to construction on the KVH helipad. SAR Coordinator was consulted regarding the UTM coordinates. These were added at the request of SAR many years ago because it is the state standard for SAR. UTM coordinates are not necessary for this list, and recommendations were made to simply how the latitude and longitude coordinates are listed. There will only be one set of coordinates for each LZ which will make the list easier to read.
- **National EMS Week, May 21-27, 2023** – Theme: “EMS / Where Emergency Care Begins” – EMS Office has planned the annual Free Adult CPR/AED & Stop the Bleed classes in Cle Elum and Ellensburg during the evening. Flyer is available, please help get the word out. Participants who want a CPR card will have to pay for it, but you don’t need a card to perform CPR. We will also highlight the 2023 EMT Class, the Senior EMS Instructors, and submit an article to both newspapers. We are open to suggestions.
- **Training (EMS & Public)**
 - FY23 Training Workplan is on schedule. See monthly training announcements/emails for details.
 - Class updates:
 - OTEP M15 will cover Trauma Assessment and Burn Injuries. Thank you to Kate Knutson-ALNW for recording a burn case study to enhance this module!
 - 2023 Initial EMT Course – Started 1/17 in Ellensburg, 2 students had to drop the class, 14 remain. Clinicals are finishing up, thank you to KVH-ED, KVFR, and UKC-Medic One. Class ends mid-May. Good group of students.
 - ACLS Renewal class is scheduled for 5/10 at CWU paramedic room.
 - Public Education flyers have been distributed and online registration is required.
 - FA/CPR classes –5/20- KVFR-#29 & 6/3-UKC1
 - May Free CPR classes 5/23-UKCM1 & 5/25-KVFR St. #29

- CAB Babysitter Classes 6/12 – UKCM1 & 6/23-KVFR St. #29
- Miscellaneous –
 - A protocol workgroup or committee was suggested at the last meeting. Cheryl followed up with Dr. Horsley. ALS protocols changes are discussed at the monthly paramedic meeting when needed. A full WA State BLS-ILS protocol update is currently in progress. Dr. Horsley and Cheryl are both on this committee. The final draft for review is tentatively expected in June with final to be released in 2023. Dr. Horsley prefers to wait for the state revised BLS-ILS protocols before forming a committee. The new state protocols may make it possible to eliminate some or all the county specific BLS protocols. A full review process is planned and will be made available to interested parties. The local council may also be used to discuss recommendations for the BLS level due to good representation.
 - Life Assist Contract Pricing – Cheryl reminded EMS agencies that every EMS agency should have an account or be eligible to establish one and benefit from the contract pricing. As positions change within a department, sometimes the contact information isn't updated. There is a new representative for our area. Her contact information will be distributed. She is happy to help.
- **Regional/State/Meetings Report**
 - Regional Council (3/23) – Short meeting and report. Minutes available upon request.
 - DOH Report to Regional Council (March-April '23) – Emailed and available upon request.
 - DOH Committee/Workgroup Reports (Cheryl) – Minutes available upon request. Upcoming meetings: Protocol- 6/23, WEMESIS-4/19, PHTAC-4/19, Ed-4/25. WAC final review opportunity expected soon.

Agency Reports / around the table –

- FD6 – Bike Safety Rodeo 5/6 at CEFD, Community/Medic program-12 patients helped in upper county.
 - CWU – 50th Anniversary & EMS Conference (120 attendees), EMT Class (35-Spokane), Spokane PM program currently cancelled.
 - KVH – Helipad construction done, new ED Director, other construction projects ongoing, improving communications for transports and trying to create a central communication source.
 - LFN – Busy winter, new base in Hoquiam and Kelso.
 - MPD – Taught EMT class, Medical Director for CWU again, gave MPD resignation notice to state for Grant Cty.
 - ALNW – Participating in whole blood transfusion study. ALNW will carry 6 units of whole blood.
 - KITTCOM – Positions getting filled, continued radio issues that need funding to replace and repair.
- **Motion to adjourn** - Consensus.
 - **Next Council meeting:** Thursday, June 8, 1700, at UKCM1-St. #99, Cle Elum (virtual available).

Approved by:

Prepared by:

Lee Hadden, Chairman
 George Long, Vice Chairman
 Kittitas County EMS & Trauma Care Council

Cheryl Burrows
 EMS Coordinator / Administrator
 Date: _____