

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL

June 8, 2023 (in person & virtual)

Submitted by: Cheryl Burrows

MEMBERS PRESENT (voting): Lee Hadden, Chair (RFD), V. Chair, Jack Horsley (MPD), Lauren Fritts (ALS), Suzy Beck (ALNW), Geoff Scherer (UKCM1), Ron Adams (Public) **Virtual:** Rich Elliott (KVFR), George Long (KITTCOM), Danielle Bertschi (FD#6), Cody Staub (KVH), Jacob Riedel (LFN) **Not able to attend:** C. Reagan (RFD) and David Houseberg (KCSO/SAR)

Guest(s): Linette Gahringer (ALNW) and April Bourbon (SCR) **Staff:** Cheryl Burrows, EMS Coordinator

Introductions & Membership Updates: No membership updates received. Introduced the SCR EMSTC Interim Director April Bourbon. Card circulated.

ACTION ITEMS:

- **Minutes** – Danielle Bertschi motioned to approve the April Council meeting minutes, seconded by Ron Adams, motion carried. Executive Committee minutes approved as presented by Lee and Geoff.
- **SCR EMS/TC Council Membership Renewal Application** – Ron Adams motioned to recommend Cheryl Burrows renewal application, seconded by Rich Elliott, motion carried. No one expressed interest in open positions.
- **FY23 SCR Training Grant Request (PMT #3)** – Final payment request was presented for \$1,113.81 for gotowebinar subscription and misc. training supplies. Suzy Beck motioned for approval, seconded by Jack Horsley, motion carried.
- **2023 BLS OTEP Schedule Revisions** – Cheryl presented a revised 2023 OTEP schedule to reflect CEFD and FD#7 sharing OTEP sessions for the remainder of the year due to low attendance numbers and providing M16 virtual as MPD approved. These numbers were impacted by add the daytime session at UKCM1. Both agencies agreed to the change. If attendance numbers increase, a full schedule at both locations will be added to schedule. Suzy Beck motioned to approve, seconded by Ron Adams, motion carried.
- **CWU Training Program Renewal Application** – In anticipation of receiving the CWU Training Program Renewal application, Cheryl requested approval for the Chair to sign before the next council meeting to allow longer processing time. Approved.
- **FY24 Training Workplan & Budget (draft)** – The FY24 Training Workplan was sent out for review and feedback. Draft budget was not included. The SCR FY24 Training Agreement has not been received yet, but the FY24 training period starts 7/1/23. Per FY23 Training Budget, there is approximately \$21,000 in training reserves to cover BLS OTEP fees conducted in July and August until the budget is finalized. No changes or additions requested to the workplan. Rich Elliott motioned to approve the FY24 Training Workplan as presented, seconded by Jack Horsley, motion carried.
- **Life Support Grant Plan & Budget** – Cheryl presented a plan for the Life Support Training funds to date. Lauren Fritts motion to approve as presented, Rich Elliott seconded, motion carried.
 - **Project #1** – Training Supplies/Equipment = \$7,500 (No specific equipment identified at this time.)
 - **Project #2** – Training Enhancement Videos = \$7,000
 - Video camera / equipment = \$2,000
 - Video editing/enhancement = \$3,500
 - Participant fees and mileage = \$1,5000
- **2024 Office Budget Plan (Resolution #6-8-23-A)** – Cheryl presented the proposed 2024 Office Budget Plan with a three-year comparison (2021-2024). As usual, the salary and benefits line items are an estimate pending BOCC finalized county budget plan for 2024 (tentatively finalized in December). The 2024 budget increase to the funding jurisdictions is 9.5%. The Office of Financial Management (OFM) population forecast for 4/1/23 has not been released yet. Cheryl requested approval of the budget as presented with final review by the Executive Committee once the OFM population forecast is released. Ron Adams motioned to approve as presented, Jack Horsley seconded, motion carried.

- **Program Financial / Treasurer Report / Vouchers:** Coordinator
 - **Account Balances & Program Financial Reports** – Reports distributed for review.
 - Account Balance:**
 - Umpqua Bank Checking = \$ 126,317.53
 - Account Balance** \$ 126,317.53
 - Program Balances:**
 - 2023 Office = \$ 90,809.95
 - FY23 Training (7/1/22-6/30/23) = \$ 35,507.58
 - Total Balance = \$126,317.53**
- **Treasurer / Program Financial Reports/Vouchers** – The Council reviewed the May/June vouchers/invoices provided in voucher packet. Council Chairman will review complete financial report with corresponding vouchers upon signature.
 - Total Vouchers/Payments (2023) = \$ 23,287.53
 - Number of checks issued (6695-6712): 18
 - Voided Checks: 0
 - Electronic Fund Transfer: 1 = \$ 318.14
 - Total Payments: = \$ 23,605.67**

Geoff Scherer motioned to approve the vouchers/invoices for Office and Training programs as presented, seconded by Danielle Bertschi, motion carried.

NEW & OLD BUSINESS:

- 2022 WACARES Data Review (CONFIDENTIAL) – Cheryl presented the confidential 2022 WA Cardiac Arrest Registry to Enhance Survival (WACARES) data for Kittitas County to include the summary comparing Kittitas, WA, and National data elements, and the Kittitas County data summary for 2013–2022. The Utstein Survival and Utstein Bystander Survival % were reviewed as well as other significant data elements. Council approved a CA improvement workgroup to revisit the goals identified from the Resuscitation Academy (RA). Members interested in participating are Cody, Lauren, and George. Cheryl will send out to the Council list as well. Noted areas:
 - Continue to find ways to improve public outreach/education.
 - Pulse Point App discussed (includes an AED registry)
 - Training with EMS and KVH
- Public Access Defibrillation Program Needs – A request was received from Kittitas County and the City of Ellensburg to see if the MPD is willing to provide medical oversight for their onsite public AED. Dr. Horsley would like a written agreement and the County Prosecutors Office is willing to draft and/or review agreement per Dr. Horsley’s specifications and those listed in RCW 70.54.310. The current MPD Agreement covered by the EMS Office insurance includes this role for the MPD. Improving public access defibrillator programs fits in the goals of the RA for improving Cardiac Arrest patient outcomes.
- Blood Access Discussion & Improving Resource Management –
 - Improving blood product access for the ALS agencies was discussed at the last paramedic meeting following recent trauma call CQI involving Harborview Medical Center. Cheryl and Lauren are gathering more information. There is a stakeholder virtual meeting scheduled for 6/12 with Dr. Latimer (HMC/UOW, Seattle Fire/ Medic One, & ALNW).
 - Resource Management – Geoff received the Council’s support to work towards improving EMS resource management in KC Hospital District #2 as resources allow, and as it relates to the response and transport of BLS patients by BLS providers/services to strengthen response with BLS partners. Geoff will reach out to agencies.
- KC Emergency Management Response Information for Persons with Special Needs – Cheryl shared a form noted as the *Kittitas County Emergency Response Information for Persons with Special Needs* that she received from a community member with her son’s information. Cheryl is trying to identify the source of this

form. The form states to forward to KITTCOM when completed. However, KITTCOM does not currently have a system in place to manage this information. After consulting with the ALS agency for the service area, Cheryl advised the community member to keep the form and make it readily available in the residence for emergency responders. Cody informed the group that KVH has a collective interagency social service medical record system for people with special needs.

- **Training (EMS & Public)**
 - FY23 Training Workplan is on schedule. FY23 training year ends 6/30/23. See monthly training announcements/emails for details.
 - Class updates:
 - OTEP M16 will cover WA DOH Multi-cultural & Disability Awareness. This module will be conducted virtually during July & August since there are no associated hands-on skills. We are planning a local enhancement video for developmental disabilities.
 - 2023 Initial EMT Course – Class ended 5/16. Fourteen out of sixteen students that started the class made it to the end of the course, pending retests. Seven students have passed the NREMT exam.
 - 5/10 ACLS Renewal class was well attended with 18 participants at CWU paramedic room.
 - Public Education - Flyers have been distributed and online registration is required.
 - National EMS Week – Article and Pictures made the papers. The two Free Adult CPR/Stop the Bleed classes = 31 attendees
 - June CAB Babysitter Classes = 28 attendees
 - Upcoming FA/CPR classes – 9/9 - KVFR-#29 & 10/14-UKC1
- **Regional/State/Meetings Report**
 - Regional Council (5/25/23) – Amber provided a short report. FY24 Training Agreements will be sent out soon. 2023-2025 SCR EMS & Trauma System Plan and the State Contract for FY2023-2025 was approved. Minutes available upon request. Next meeting 9/28.
 - DOH Report to Regional Council (May and June ‘23) – Emailed and available upon request.
 - DOH Committee/Workgroup Reports (Cheryl) – Minutes available upon request. Upcoming meetings WEMIS & PHTAC - 8/16, MPD & Protocol - 8/22, Education - 9/26. WAC final review opportunity expected soon.

+Agency Reports / around the table

- **Motion to adjourn** - Consensus.
- **Next Council meeting:** Thursday, Aug. 10, 1700, at KVFR-St. #21, Ellensburg (virtual available).

Approved by:

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

Prepared by:

Cheryl Burrows
EMS Coordinator / Administrator
Date: _____