

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL

October 12, 2023 (in person & virtual)

Submitted by: Cheryl Burrows

MEMBERS PRESENT (voting): Lee Hadden, Chair (RFD), George Long, Vice Chair (KITTCOM), Jack Horsley (MPD), Rich Elliott (KVFR), Geoff Scherer, Sec./Tres. (UKCM1), Chris Hutsell (FD#7)

Virtual: Cody Staub (KVH), Danielle Bertschi (FD#6), Ray Risdon (SEI), Cole Gravel (ALS)

Guest(s): April Bourbon (SCR) and Lory York (LFN) **Staff:** Cheryl Burrows, EMS Coordinator

Introductions & Membership Updates: Current membership listed provided on back of agenda.

- FD#6 appointed Lanora Rosenberry as alternate for Danielle Bertschi.
- Ray Risdon verbally resigned as the SEI representative. Ray made a recommendation for Lanora Rosenberry to fill his position. Cheryl will request feedback from all SEIs before next meeting.

ACTION ITEMS:

- **Minutes** – Rich Elliott motioned to approve the August Council meeting minutes, seconded by George Long, motion carried. Lee Hadden approved the Executive Committee minutes for September as presented.
- **2024 EMT Initial EMT Course & Refresher EMT Course (Cle Elum)** – In FY24 Training Workplan, details of course presented; location Cle Elum Fire Department, SEI-Lanora Rosenberry, and draft schedule available for review. Jack Horsley motioned to approve both course applications; George Long seconded, motion carried.
- **2024 Officer Nominations** – Current Officers Lee Hadden, Chair and Geoff Scherer, Secretary/Treasurer agreed to continue in positions. Nominations were opened, to include the open Vice Chair position. Danielle Bertschi was nominated and is willing to serve as Vice Chair. No other nominations were made. Nominations were closed. Rich Elliott motioned for approval of the slate of Officers as noted, George Long seconded, motion carried.
- **Non-profit Corporation Renewal (online)** – Jack Horsley motion to approve renewal of the Non-profit Corporation status, seconded by Rich Elliott, motion carried. Application will be submitted online. Council is still under the \$500,000 revenue threshold. 2024 Officer changes will be reflected in the renewal application.
- **2024 Council meeting dates** – There was a consensus to approve the following dates at 5-7 p.m., and locations:

Feb. 8 – Cle Elum	April 11 - Ellensburg
June 13 – Cle Elum	Aug. 8 - Ellensburg
Oct. 10 – Cle Elum	Dec. 12 – Ellensburg
- **2024 MPD Agreement (review & renewal)** – Minor recommended changes were made for clarification under sections; 1.a.v. to include reference to WAC 246-976-960 and RCW 76.168.000 related to MPD recommendations to state-wide 911 system, and section 1.a.vi. related to medical oversight of public access defibrillation program to include “government partners” specifically and the Community PAD agreement will require participation on the Pulse Point app. to register all AEDs. Geoff Schere motioned to approve the 2024 MPD Personal Services Agreement, seconded by George Long, motion carried.
- **Public Access Defibrillation (PAD) Program (draft pending Cty. Review)** – The draft one-page PAD agreement derived from the Resuscitation Academy resources was shared for informational purposes. The Prosecutor’s Office agreed in August to review and give feedback on the legal side. They are still trying to get to it with busy schedules. Cheryl is hoping to finalize by the end of the year to coordinate with Pulse Point. No action taken at this meeting.
- **Program Financial / Treasurer Report / Vouchers:** Coordinator
 - **Life Support Funding (approve expenditures \$2,300)** – Requested approval use the remaining \$2,328 life support gifted funds for training equipment and supplies approximately as follows:
 - \$ 1,620 = Physio-Control LifePak 1000 Trainer, pads, and remote control
 - \$ 418 = Ferno Pedi-Mate Restraint System (now carried by both ALS services)
 - \$ 290 = Miscellaneous training suppliesRich Elliott motioned to approve Life Support funds expenditure, Jack Horsley seconded, motion carried.

- **ERS to ESO (increase cost and funding option)** – The cost to transfer to ESO for tracking EMS personnel and training records has more than doubled. Increase in cost could be covered with accrued training funds. EMS staff have researched other software options, but not found a good alternative at this time. Council feels the cost with ESO is going to continue to increase and not a good option.
- **2024 Annual User & OTEP fees** – Agencies were reminded that the 2024 Annual User Fee is the same as per 10-year plan (BLS=\$25 & ALS=\$50). BLS OTEP fee is the same at \$35/provider and the ALS OTEP fees are based on cost of program used by provider. No ALS increase is expected. Invoices will be sent out in early January.
- **Annual KCCOG meeting for 2024 Office Budget Review and Recommendation** – EMS Coordinator is on the KCCOG agenda for 11/15 as required per Interlocal Agreement.
- **EMS Office Patch (Recognition and Thank you)** – Jack Horsley motioned to approve the purchase of a KCEMS patch with the available credit card rewards balance < \$600, Rich Elliott seconded, motion carried.
- **Account Balances & Program Financial Reports (10-11-23)** – Reports distributed for review.

Account Balance:

• Umpqua Bank Checking =	\$ 106,918.62
Account Balance	\$ 106,918.62

Program Balances:

• 2023 Office =	\$ 74,843.04
• FY24 Training (7/1/23-6/30/24) =	<u>\$ 32,075.58</u>
Total Balance =	\$106,918.62

- **Treasurer / Program Financial Reports/Vouchers** – The Council reviewed the July/Aug. vouchers/invoices provided in voucher packet. Council Chairman will review complete financial report with corresponding vouchers upon signature and mail payments.
 - Total Vouchers/Payments (2023) = \$ 27,918.78
 - Number of checks issued (6741-6750): 11
 - Voided Checks: none
 - Electronic Fund Transfer: 1 = \$ 422.36
 - Total Payments: = \$ 28,341.14**

Jack Horsley motioned to approve the vouchers/invoices for Office and Training programs as presented, seconded by Rich Elliott, motion carried.

NEW & OLD BUSINESS:

- Pulse Point Update & Cost Sharing MOU (draft) – Volunteers monitoring app in trial mode, marketing meeting 10/16, website setup almost complete, and CPR alert test scheduled. Draft MOU provided for review for ongoing maintenance funding by ALS agencies and board partnerships. KVFR is waiting on 2024 budget approval before confirming support. Final document will be sent out to the following boards for approval for ongoing maintenance plan; KCEMS/TC, KITTCOM, KCHD#2, and FD#2.
- CQI & Resource Management Discussion / DOH “Clarification on EMS Agency Authority” – Cheryl requested with Dr. Horsley’s support to initiate a Continuous Quality Improvement EMS System review process based on actual incidents on an ad hoc basis. It would be like an after-action review process except under the CQI umbrella. It was agreed that all agencies involved in the incident from dispatch to receiving facility should be give the opportunity to participate or provide feedback. There was a multi-patient MVC in September that creates a good opportunity to use this process. The idea is to have a CQI EMS system review meeting a couple times a year or as needed. The council supported the concept. Cheryl will start the process for the first incident review.
- Blood Access Update – KVH is working on an MOU to have with KVFR and UKCM1 to expand the options when requesting blood products (PRBC O+ only). One specific improvement is that ALS agencies may return the PRBC within 24 hrs. if the seal on the cooler is not broken. Otherwise, the agency will be charged for the

blood product if used, the seal is broken (not used), or not returned within 24-hour window. Rich Elliott confirmed with KCSO and the EPD that they are willing and meet the criteria for transporting the blood product to the scene or unit per KVH if needed. Dr. McNeilly from HMC and ALNW presented at the monthly paramedic meeting on case review, critical trauma patients, and blood product administration.

- Staff Report – Debbie is still on track to retire at the end of the year. Cheryl has requested she submit her letter of resignation by 12/1 so that the position can be posted as soon as realistically possible and kept open until filled (a good fit for the position can be found). Debbie is still interested and willing to go part-time (<19 hrs.) after the end of the year if the position has not been filled or to assist with the training and transition of new EMS Assistant. As noted in the Staff Report to the County Commissioners, all transition options must be budget neutral.
- Protocols – WA DOH now has a prehospital Naloxone Leave at Home Program with guidelines and a resource for obtaining the naloxone, with MPD approval and protocol. Dr. Horsley is willing to implement a protocol if the agencies want the program. WA DOH has released the revised Trauma Triage Destination Procedures (TTP) modeled very closely the new national TTP. DOH is offering virtual training for interested parties. The official release/implementation date is 1/1/2024 with required implementation effective 12/31/24. DOH will be releasing guidelines to assist in adopting in regional and county operating procedures. The revised HPCPR protocol to include the use of Cardiopulmonary Resuscitation - Mechanical CPR device, is pending completion. FD#7 has not received the Lucas devices yet.
- Training (EMS & Public)
 - FY24 Training Workplan is on schedule. See monthly training announcements/emails for details. Year-end OTEP makeup sessions scheduled for 11/4-KVFR (M16-M18) & 12/2-UKCM1 (M13-M15).
 - Enhanced AFA Renewal & Initial Training Course – AFA Renewal class first week of Oct. with 4 participants. AFA Initial course starts 11/14-12/16. Chris Pauley is the lead instructor. Training announcement/application/schedule/scope of practice with EMS were sent out and posted on website.
 - IV Tech Course – Two participants, started 10/11-11/4 at UKCM1.
 - ALS annual skills sessions w/difficult airway update - 11/8-KVFR & 11/9-UKCM1
 - 2024 EMT Course (scheduled for Cle Elum) - Training Announcement, Application, and draft course schedule is ready and will be emailed and posted on 10/13.
 - Public Education - Flyers have been distributed, posted on website and in newspaper calendar.
 - Upcoming FA/CPR classes –10/14-UKC1 (online registration), no classes Nov. – Dec.
- Regional/State/Meetings Report
 - Regional Council (Sept. Meeting & open positions) – April Bourbon provided a short report. Next meeting 11/30.
 - DOH Report to Regional Council (Sept./Oct. '23) – Emailed and available upon request.
 - DOH Committee/Workgroup Reports (Cheryl) – Minutes available upon request.

+Agency Reports / around the table

- **Motion to adjourn** - Consensus.
- **Next Council meeting:** Thursday, Dec. 14, 1700, at KVFR St. #21 (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: _____