

KITTITAS COUNTY EMS & TRAUMA CARE COUNCIL

June 13, 2019 (Cle Elum Fire Department)

Submitted by Cheryl Burrows

MEMBERS PRESENT (voting): Lee Hadden, Chair (SCFD), Geoff Scherer (KCHD#2), Ray Risdon (SEI), Casey Orndorff (CEFD), Darlene Mainwaring (KITTCOM), Josh DeHerrera (ALS), Rich Elliott (KVFR), Dede Utley (KVH), Stacey Engle (Ellensburg), Call in-Jack Horsley (MPD)

Members reported unable to attend:

Guest(s): Tom Watkins (Medic One), George Templeton (Life Flight) and Jacob Riedel (Life Flight), Call in – Zita Wiltgen (SCR EMS)

Staff: Cheryl Burrows, EMS Coordinator (acting Secretary/Treasurer)

Introductions & Membership Update:

- No membership updates

ACTION ITEMS:

- **Minutes:** Darlene Mainwaring motioned to approve the April Council meeting minutes with two typo corrections, seconded by Rich Elliott, motion carried. Dede Utley motioned to approve the May Executive Committee meeting minutes as presented, seconded by Jack Horsley, motion carried.
- **CWU Summer EMT Course Application** – The course application was approved by Executive Committee in May. The Course was not originally in the annual workplan due to change in scheduling, but there was a change in plans. The course will be the first blended course offered in Kittitas County. All didactic content will be conducted online and skills in the classroom. Cheryl and Jim Pierce discussed having a County SEI observe a skills session to observe the effectiveness of this method and from a CQI standpoint. Josh DeHerrera motioned to approve the recommendation for the CWU Summer Course and having Ray Risdon observe a skills session and report back to the Council, seconded by Jack Horsley, motion carried.
- **Treasurer's Report / Vouchers:** Coordinator
 - **Account Balances & Program Financial Reports** - Reports distributed for review.
Account Balances:
 - 2019 Checking = \$ 77,858.75
 - **Total Accounts Balance = \$ 77,858.75****Program Balances:**
 - 2019 Office = \$ 63,108.55
 - FY19 Training = \$ 14,750.20
 - **Total Programs Balance = \$ 77,858.75**
 - **Program Financial Reports/Vouchers** – The Council reviewed the May invoices:
 - **2019 = \$ 12,627.69, issued checks #5870-5900 (31)**
 - **Voided Checks: none**
 - **Total Payment = \$ 15,373.01**All account activities were available for review to include payroll and benefits. Cheryl pointed out that the Council received a \$30 Fire Chief's Annual Association Fee for the first time. No objection made to paying this membership fee. Also, the Annual Instructor/Evaluator Workshop fees paid to participants is done in June based on participation. Rich Elliott motioned to approve the Office and Training financial reports and payment of invoices as presented, seconded by Darlene Mainwaring, motion carried.
- **Internal System Review (Funds Reallocation-Resolution #6-13-19-A)** – Cheryl requested the reallocation of \$3,000 from the EMS Assistant available funding to use for an Internal System Review. The previous accountant used for consulting has retired. Cheryl has reached out to the accountant used by the SCR/SW Regional Councils who is very knowledgeable and supportive of non-profits. He was also recommended by

the presenter (accountant/consultant) from the Regional Council Conference a couple years ago. Ray Risdon motioned for approval, Josh DeHerrera seconded, motion carried.

- **2020 Proposed Office Budget Plan (Resolution #6-13-19-B)** – The 2020 Proposed Office Budget Plan was presented for review. The proposed budget was similar to that discussed in April with only minor adjustments. The annual budget increase would be 8.5% which is higher than normal due to the new EMS Assistant. As discussed in April, the increase would be offset by the anticipated credit to the jurisdictions for 2019 due to the EMS Assistant transition time by a conservative 5%. The jurisdiction is based on the Office of Financial Management's, Forecasting Division for April 2018. OFM, forecast for April 2019 is not yet available. Once it is available, distribution will be adjusted as needed and reviewed by the Executive Committee. It was suggested to include a graph of historical increases over the last 8-10 years and why. Darlene Mainwaring motioned for approval, Josh DeHerrera seconded, motion carried.
- **FY20 (7/1/19-6/30/2020) Training Workplan / Budget-Draft (Resolution #6-13-19-C)** – A draft FY20 budget was presented for review. The Regional Contract has not been received yet. No cuts are anticipated. The Training Workplan needs some more work and will be presented in August, but only approved 2019 OTEP classes are scheduled for the summer. Significant changes are coming. A revised EMS Procedures list was published in April that requires updates implemented by the end of 2020, EMS Online will not be available after 12/2020, and Cheryl is working on an OTEP plan update. Rich Elliott motioned to approve the draft FY20 Training Budget, Darlene seconded, motion carried.
- **SCR EMS Council Membership Renewal (EMS Coordinator)** – Rich Elliott motioned to recommend the EMS Coordinator's position be renewed on the South-Central Region EMS & Trauma Care Council to represent Kittitas County EMS, Dede Utley seconded, motion carried.
- **Extended Truck Warranty (7/21/19 exp.)** – Cheryl asked if the Council wanted to purchase an extended warranty for basic bumper to bumper. The truck has 22,000 miles in 3 years. There has been trouble with the transmission which was covered under the drive-train warranty which is good until 7/2021 or 100,000 miles. Cheryl is concerned about it again. Truck is scheduled for oil & checkup next week. The estimate from University Auto was about \$3,800 for 85,000 miles or nine years. Cheryl is expecting a written estimate with multiple options. There are funds available from the User Fees for Truck / Special Projects. Rich Elliott motioned to approved necessary funds to purchase extended warranty, seconded by Darlene Mainwaring. Option details will be reviewed by the Executive Committee in July. Motion carried.

NEW & OLD BUSINESS –

- **Stroke Guidelines update/Stroke Grant** – KVH Stroke Inter-facility Transport Worksheet was shared and possible plan for “go pack” for medications. MPD approved worksheet for medics. Cody Staub has offered to attend a paramedic meeting to go over the form with medics before implementing. Coverdell Stroke Grant Application was sent out to ALS EMS agencies and KVH for ideas for partnering possibilities. Cody at KVH is finishing up grant received from last cycle. Application is due 7/15/19. Cheryl will follow-up with Cody and others next week to discuss possibilities. KVFR has a public health intern that will be mining Stroke Data. Rich is open to any suggestions for other data to look at. Dr. Horsley suggested Naloxone administration.
- **Paramedic Critical Care Transport** – Rich Elliott requested a discussion on Paramedic Critical Care Transport to look at options for providing this level of care with training and being able to bill for it. Cheryl contacted DOH regarding this level of care. Initial feedback was that it is not identified in the “Approved Skills and Procedures for EMS Providers” (rev. 4/2019). Dawn Felt was going to discuss with Catie Holstein and get back to Cheryl. Cheryl will follow-up. Rich will identify a list of specific treatments that qualify under Critical Care Transport. More to follow.
- **DOH Approved Skills & Procedures for Cert. EMS Providers (revised 4/2019)** – There have been some significant changes to this list following the 2018 National EMS Scope of Practice Model. Changes include retired procedures, additions, required for initial training (skill protocol dependent), name changes, medication changes/clarifications. One significant change specific to WA at the request of MPDs is the initiation/administration of blood or blood products. Cheryl will review changes with MPDs and SEIs for recommendations to be approved by Dr. Horsley. All required changes are to be implemented into protocol and training by the end of 2020.
- **2018 WACARES Report & Data Collection Update (ERS/WEMESIS/KPI)** –

- Cheryl distributed the 2018 WACARES Data for Survival of Out of Hospital Cardiac Arrests for Kittitas County (reports are to be kept confidential and not distributed to the public). The cumulative data report for 2012-2018 was also provided and significant data points were highlighted. Patients must have had CPR continued or initiated by EMS. Kittitas County was in the top 2-3 out of 26 counties for Bystander CPR, dispatch assisted CPR, and AED applied by Law Enforcement.
- ERS/WEMESIS/KPI – Cheryl, Rich, and Tom met with Melissa Belgau, WEMESIS Coordinator to help her understand the needs in ERS to be able to consistently capture the KPI data. Per Melissa, as a result of Opioid legislation, data collection/reporting will be mandated for all EMS agencies. DOH guidance document will be issued. KVFR is implementing the recommended KPIs for data collection effective July 1, 2019. Comparable data can be reviewed for the 2019 at the end of the year.
- **EMS Assistant Update** – A delay of the start date was requested and approved for 8/5/19. Cheryl requested it be reflected in the minutes that HR could not find an invoice for the advertising of the EMS Assistant position as originally requested and thought it may not have been in the newspapers. Based on the applicant pool, Cheryl was pretty sure it was in the Daily Record and in the Tribune newspapers per Council request but couldn't say for sure. Council members agreed that they saw the position advertised.
- **Training Report/FY19 Workplan (7/1/18-6/30/19):**
 - OTEP – See May & June monthly training announcements. Training activities in compliance with 2019 OTEP Schedules and FY19 Training Workplan. June OTEP Makeup opportunities 6/15 & 6/29. Training year ending 6/30/2019.
 - EMT Class update – 13 out of 14 students passed the course, 1 pending retest and 6 students have already passed the NREMT exam.
 - 6/20 – ALNW Pediatric Symposium, 0800-1200, KVFR-Station #29
 - Advanced First Aid: AFA Renewal planned for Oct./Nov. at CEFD, survey will determine need for initial AFA Course.
 - Training Survey will be sent out for initial training needs.
- **ASHI Training Site/Public Education/Projects –**
 - National EMS Week (5/19-5/25/19) – “Beyond the Call” – 2019 EMT Class picture and small article in newspapers for upper and lower county. Two Free CPR / Stop the Bleed Classes = 40 registered, 30 attended
 - Public FA/CPR classes: 6/22-KVFR, 9/14-CEFD - Current flyer distributed and available on the EMS Office website. Reduced rate for members of the emergency response system.
 - 2 Babysitter Classes: 6/14-KVFR & 6/21-CEFD (Flyers distributed, posted website and Facebook, and newspaper calendars). Please help spread the word.
 - CWU received federal funding for Opioid training for officers, RA staff, and professional staff. They have inquired on how best to get the training. KVFR currently provides FA/CPR training at CWU. Cheryl also suggested CWU PD could identify a couple of Officers who have instructor experience to become FA/CPR instructors to support the training needs.
- **Regional/State/Meetings Report – Coordinator**
 - 5/23 Regional Council – Cheryl reported. Minutes available upon request. PCPs require more revisions before being sent out.
 - 5/1/19-6/30/19 – WA DOH Report to Regional Councils distributed (emailed & highlights noted)
 - 5/28- DOH Education Workgroup – Minutes available upon request.
 - WAC Workshops (246-976) – Monthly meetings continue (5/8, 6/13, 7/18). Call in available. See DOH website for updated information and meeting dates. No new draft updates posted at this time. Upcoming meetings will include review of WAC -161, 162, 163 covering General, CME & OTEP Training.
 - 6/3 – Annual State MPD Workshop (Dr. Horsley & Cheryl attended) – Lots of DOH updates and education for MPDs, EMS & Trauma Assessment summary, presentation on current pilots.
- **Other/Agency reports –**
 - Geoff (KCHD#2) – New Ambulance

- George & Jacob (Life Flight) – Bases in Brewster and Moses Lake
 - Darlene (KITTCOM) – Receiving mutual aid from other local agencies to staff dispatch center. Had table top with Geoff and Jay to test MCI cards for Snoqualmie Pass response area. In hiring process. Red flag alert.
 - Dede (KVH) – Losing one nurse from ED. Program for Ellensburg High School students this month. Spend 40 hrs. in the hospital.
 - Rich (KVFR)-
 - Midwife calling EMS for standby. Making contact through KVH-OB.
 - Cabulance approved for Non-emergent rides – City of Ellensburg transit funded. Expanding use to assisted living, increase in Cabulance use decreases EMS calls. Cost has gone down from \$400 to \$100. Rich is advocating to use outside of the City of Ellensburg too.
 - Chris Lawson has the Check the Dose (interactive phone app) available in basic mode and will enhance available resources over time. Seeking feedback from users.
- **Motion to adjourn:** Darlene motion, Rich seconded...adjourned.
 - **Next Council meeting:** August 8, 7-9 p.m. at KVFR-Station #29

Approved by:

Prepared by:

Lee Hadden, Chairman
 Joshua DeHerrera, Vice Chair
 Kittitas County EMS & Trauma Care Council

Cheryl Burrows
 EMS Coordinator
 Acting Secretary/Treasurer

Date: _____