

**SPOKANE COUNTY EMS & TRAUMA COUNCIL  
MEETING MINUTES  
JULY 8, 2014**

Dr. Metcalf called the meeting to order at 0900 and those present introduced themselves.

Members/Alternates/Ex-Officio Present:

Jay Atwood, Dr. Travis Dierks, Dr. Joel Edminster, Brian Foster-Dow, Toni Halloran, Dr. Chandler Hill, Kelly Jennings, Jerry Lueck, Mike Lopez, Lori Markham, Dr. Mike Metcalf, Dr. Jim Nania, Dr. Bob Notske, Adam Richards, Patti Richards, Jim Schaffer, Wade Scoles, Cathy St. Amand, Carolyn Stovall, Robbie Thorn, Dr. Danielle Wolff

Guests Present:

Brian Schaeffer (SFD), Kim VanHout (Deaconess), Todd Stewart (Deaconess), Doug Salmon (SVFD)

Staff Present:

Cindy Pavlischak, EMS Office Administrator

**MINUTES:**

It was M/S/P to approve the minutes from the previous meeting on June 10, 2014.

**CHAIR'S REMARKS:**

- **EMS Office Update -**
  - Finance Report: Dr. Metcalf presented QuickBooks reports run by Cindy on 6/26/14. (Reports attached with the minutes.) Savings balance on that date was \$173,848.89.
  - 2014 Revised Budget/2015 Proposed Budget: Wade presented this info (see attached report). Topic for future discussion: options for surplus money (sponsor scholarships, other ideas?) Council agreed this streamlined budget looks good.
  - EMS Logo contest: Two good entries have been received so far and these were passed among the committee members. Dr. Metcalf said the contest will remain open to entries until the end of August since the committee doesn't meet again until September.
  - Treasurer position: Council reviewed proposed bylaws change drafted by Kelly Jennings. It was M/S/P to approve suggested changes. The proposed changes will be presented two more times at upcoming council meetings in September and October before final approval.

**OB:** None.

**EMS Council Meeting**  
**July 8, 2014**  
**Page 2**

**NEW BUSINESS:**

It was M/S/P to approve the following:

- Regional EMS & Trauma Council Membership Reappointment for Patricia Richards
- EMS Course Completion Verification SCFD 9 EMT Course Completed 4/28/14 (I14-32-007)
- EMS Course Completion Verification SCC EMT Course Completed 6/19/14 (I14-32-011)
- EMS Course Completion Verification INHS Course Completed June 2014 (I13-32-006)
- EMS Training Course Application INHS EMT-SGA (start date 9/2/14 – 12/6/14)
- EMS Training Course Application INHS Advanced EMT (start date 9/8/14 – 12/17/14)
- EMS Training Course Application INHS EMT/SGA (start date 7/30/14 – 8/17/14)

The following Course Application was **not** approved:

- EMS Training Course Application SCC EMT-IV/SGA (start date 9/23/14-12/11/14)

The Council noted that the EMT & SGA portion of the course is ok but that EMT-IV requires a training physician and the application doesn't indicate a training physician. Mike Lopez said that IV & SGA are endorsements. Dr. Nania can decide if there needs to be a delegated physician for these (the supervisory physician can also be the training physician).

**Action:** Dr. Metcalf will call Ben Sabori, the SCC Instructor, and/or Donna Phinney, the Training Program Director, and let them know why the Council has not approved their course application at this time.

**Action:** Mike Lopez will contact Dane Kessler at DOH to have him contact SCC as well.

**REPORTS:**

Inland Empire Fire Chiefs – Kelly said there was no meeting in July so no report.

East Region – Adam Richards said there is a meeting tomorrow. They are looking at budget for training/education. There are positions open in the East Region council.

Curriculum & paramedic advisory – Carolyn Stovall gave a short report and said training is going well.

Fairchild – no representative present.

QI Committee – Dr. Nania began reviewing the Sepsis protocol draft that was approved by the QI Committee last month. **Action:** The sepsis protocol draft will be reviewed again at the September Council meeting. It was suggested by several council members that the hospital representatives should review this draft prior to that meeting.

**ANNOUNCEMENTS:** None.

The meeting was adjourned early by Dr. Metcalf at 0940 due to calls and pages to council members regarding “active shooter” and victims at Deaconess Health & Education building. The situation required many of the Council members to leave and report to their work places. QI Committee meeting at 10:15 a.m. was cancelled.