

**SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES**

November 13, 2018 – 0900-1000

Spokane Fire Training Center Auditorium

Council Chair, Mike Lopez, called the meeting to order and attendees introduced themselves.

Members/Alternates/Ex-Officio Present:

Mike Charter, Tom Chavez, Sharon Colby, Dr. Joel Edminster, Amber Jones, Mike Lopez, Lori Markham, Dr. Mike Metcalf, Ray Moeckel, Dr. Jim Nania, Travis Nichols, Randy Olson, Paul Priest, Dr. Jacob Rabe, Patrick Ramsey, Lonnie Rash, Jeff Reid, Cody Rohrbach, Leah Salmon-Conroy, David Sewell

Guests Present:

Kasey Austin (SFD), Carolyn Cartwright (HCC), Ruxandra Costa (PSHMC), Dean Deguzman (FAFB), Deb Dodson (SCFD3), Tamara Drake (Deaconess), Tammie Drapeau (AMR), Stephanie Ellis (MultiCare Pulse Program), Michelle Ensminger (INHS Training), Dr. Ken Isaacs (PSHMC), Deanna Jones (PSHMC), Tim Loncon (SFD), Karyn Manor (Deaconess), Beth Perkins (PHC), Sharon Rainer (Valley Hospital), Ben Sabori (SCC), Peggy Schenck (Deaconess), Steve Tevlin (Northern Quest), Andrea Yousef (AMR),

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

Action: It was M/S/P to approve the October 2018 minutes.

CHAIR'S REMARKS: Mike Lopez - None

TREASURER'S REPORT: Patrick Ramsey

➤ October 2018 Financial Report:

A copy of these reports was sent to all Council members a week prior to this meeting for their review. Patrick reviewed the Balance Sheet and Profit & Loss reports for October. No issues were noted.

➤ 990-EZ tax form for 2017 filed recently:

The CPA had filed for an extension hoping we would hear back on the 501c3 application. With the 501c3 still in process, we filed the 2017 990-EZ to meet the Nov. 15 deadline.

➤ No news re: IRS 501c3 application:

No update since the letter from the IRS dated June 21, 2018, confirming they received our application.

OLD BUSINESS:

➤ Bylaws Review (3rd review/reading/vote):

A copy of the bylaws draft document was sent to all Council members a week prior to this meeting for their review. Mike Lopez reviewed the proposed changes to the bylaws document. No further changes were requested.

Action: It was M/S/P to approve the proposed changes to the bylaws document.

NEW BUSINESS:

- EMT-P Pilot Project Proposal: Doug Presta, CWU; Dawn Felt, DOH
Doug Presta reviewed the proposal he has submitted to DOH. (See attached document.)
Some of the questions from the Council members dealt with:

- *Class location:* Doug said he has two class location options in Spokane and one in Idaho.
- *Financial aid:* Doug said students can apply for financial aid through CWU as the class is a standard university course.
- *Preceptors:* Doug said the pilot course would be using the hospitals for rotations from September through November. The following agencies say they can accommodate preceptorship of the extra students: AMR, SCFD8, SCFD4, and SVFD.
- *Is an additional program necessary:* Mike Lopez noted that there is always concern about diluting both programs and making either or both not viable. Doug said this is a pilot program only at this time. He also noted that there won't necessarily be a class every year; it would depend upon the needs assessment. Dawn Felt, DOH, said that if the pilot program is approved, Doug will have to report back to PTAC following the class to evaluate the program. Doug also still has to meet with his advisory board at Central Washington University and Kittitas County EMS next month. The question will be, is there a need and does the infrastructure exist to accommodate the program without affecting the current INHS program.

Action: It was M/S/P to approve moving forward with the pilot proposal as a one-time course. A copy of these minutes will be sent to Dawn Felt and Catie Holstein at DOH.

- Office lease agreement with COS: Mike Lopez
A copy of the lease agreement document was sent to all Council members a week prior to this meeting for their review. Mike briefly reviewed the lease agreement, which would start Jan. 1, 2018.

Action: The Council M/S/P to approve going forward with the lease agreement.

- General Liability Insurance: Mike Lopez
A copy of the liability policy was sent to all Council members a week prior to this meeting for their review. Mike briefly reviewed the policy, which would start Jan. 1, 2018.

Action: The Council M/S/P to approve going forward with the purchase of a liability policy.

- INHS Training Course Applications:

- EMT Refresher Course Date 12/21/18

Action: M/S/P to approve the above class application.

- SCC Training Course Applications:

- ESE Initial Course Date: 11/26/18
- Initial EMT-SGA Course Date: 01/02/19

Action: M/S/P to approve the above class applications.

PROTOCOL COMMITTEE: Tom Chavez

- Update:
The next meeting is Thurs, Nov. 15, 9:15 a.m., Conference Room A, Fire Training Center. Anyone that wishes to attend is welcome. Some of the issues to discuss: certification regarding manikin and cadaver intubation credits, physicians on scene.

REPORTS:

- EMS WAC Revision: Mike Lopez
The November meeting was rescheduled to today from 9-12. The group will be reviewing the WAC associated with Councils. Adam Richards is at this meeting.
- Inland Empire Fire Chiefs: Lonnie Rash
The Inland Empire Fire Chief's had a discussion regarding Rescue Task Force (RTF). The goal is to work with Law Enforcement to understand their expectation in this type of evolving responses, specifically to schools. Fire agencies are reviewing the documents the Sheriff's Department has provided to their school resource deputies and school administrator. Once the documents have been reviewed, there will be several meeting with Fire and Law to discuss expectations,
- 911 Board: Cody Rohrbach
SREC – City Council came out against this saying only city employees can dispatch city employees. There will be more to come, so will wait to see what sorts out after further review and discussion.
- East region: Adam Richards
Mike reported for Adam. Regional Council is continuing to work on the strategic plan. Mike reminded the Council members that every county needs to look at their min-max numbers and ask for changes if needed.
- Region 9 Healthcare Coalition: Travis Nichols or Carolyn Cartwright
Carolyn said that this Thursday, Nov. 15 is the next general meeting. The last open position at HCC was recently filled. Exercise planning for this region starts in January.
 - Triage Tag Day Exercise: Travis noted that the EMS Council agreed last month to start a triage tag tracking exercise to run in February, March, and April 2019. He said there will need to be planning meetings prior to February, perhaps a 1-hour meeting in November, as well as 1-hour meetings before or after the December and January Council meetings. Travis said the HCC has triage tags. Ray Moeckel said they are planning an MCI drill so this could tie in well. Those interested in attending the triage tag planning meetings are: Ray Moeckel, Tom Chavez, Kasey Austin, Dr. Joel Edminster, Tim Loncon, Beth Perkins, Dr. Nania, Dave Sewell, Ben Sabori, Mike Charter, and Tammie Drapeau.
Action: Travis will organize the meetings and Cindy will forward email contacts for those interested in attending the planning meetings to Travis and Carolyn.
- Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger
Michelle introduced the new paramedic program instructor, Brian Hanley. The next Paramedic Advisory Committee meeting is this Thursday, Nov. 15, at 0800.
- FAFB: Jason Satcher
Dean Deguzman was present covering for Jason and announced that FAFB will be going to national registry EMT rather than Wash State EMT in the future.

- QI Committee: Dr. Nania
 - Prehospital and hospitals ACS data for 2017 will be reviewed at QI meeting today.
 - Dr. Marcus DeWood is expected to attend today's meeting regarding cardiac research opportunities.

ANNOUNCEMENTS/OTHER BUSINESS:

- EMS Live@Nite November classes:
 - Nov. 13, 2018 – Airway Management (OPA/NPA/Supra)
 - Nov. 29, 2018 – Cardiac Emergencies (Medical Assessment)

MEETING ADJOURNED.