

**SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
JANUARY 9, 2018, 0900-1000**

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

Members/Alternates/Ex-Officio Present:

Tom Chavez, Sharon Colby, Steve Cooke, Dr. Travis Dierks, Dr. Joel Edminster, Rich Llewellyn, Dr. Mike Metcalf, Veronica Mitchell-Jones, Ray Moeckel, Dr. Jim Nania, Randy Olson, Paul Priest, Dr. Jacob Rabe, Patrick Ramsey, Jeff Reid, Adam Richards, Leah Salmon-Conroy, Jason Satcher, David Sewell, Johnnie Sylvester, Cathy St. Amand

Guests Present:

Kasey Austin (SFD), Carolyn Cartwright (R9HCC), Michelle Ensminger (INHS Training), Dr. Ken Isaacs (SHMC), Chris Mabbott (SHMC Trauma), Ed Palmer (AMR), Beth Perkins (SHMC), Sharon Rainer (Valley Trauma), Vince Speziale (SCFD4), Steve Tevlin (NQC),

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

It was M/S/P to approve the December 2017 minutes.

CHAIR'S REMARKS: Mike Lopez

Mike thanked Cathy St. Amand for her service as Council Chair the last two years.

TREASURER'S REPORT: Adam Richards

➤ Year-end Financial Report:

Adam Richards reviewed the Quick Books balance sheet and profit & loss statements. No issues were noted.

OLD BUSINESS:

➤ Handtevy® start-up costs:

Mike Lopez said he has heard from a number of agencies interested in moving forward with the purchase of Handtevy®. The high end of start-up fees will be \$3500 and the Council members present discussed whether the EMS Council could/should pay the start-up fee for the interested Spokane County agencies. Mike said that each agency would be responsible for their individual agency fees. Kasey Austin spoke highly of his experience using Handtevy in the field.

Action: It was M/S/P that the Handtevy® start-up fees would be paid out of Council funds and that each agency would be responsible for their individual agency fees after that.

NEW BUSINESS:

- Vote for EMS Council Treasurer (Johnnie Sylvester (SCFD4) and Patrick Ramsey (AMR) are interested in the position):
Voting slips were handed out to voting members of the Council prior to the start of the meeting. A count of the votes showed a tie. It was agreed to settle the tie with a coin toss, which led to Patrick Ramsey being named the new Treasurer.
- Bylaws Committee:
Mike noted that the Council bylaws have not been reviewed or revised since Jan. 2015. There have been some issues noted with the bylaws that should be addressed (i.e. election of the Treasurer position). The issue was discussed.
Action: It was agreed that Cindy will send the current bylaws out to the voting members to review and request input on revising them, or if they even need revision at this time. The issue will be discussed again at the February meeting.
- Training Course Applications: INHS
 - Initial EMR Date: 2/12/18
 - Initial EMT-SGA Date: 2/9/18**Action:** It was M/S/P to approve these applications.

PROTOCOL COMMITTEE:

The next meeting is Wednesday, Jan. 17, 10 a.m., Fire Training Center, Conference Room B. DOH is still reviewing the protocols sent to them recently.

REPORTS:

- EMS WAC Revision: Mike Lopez
Mike is participating on this workgroup as are some other EMS Council members and this will be a standing report in the future for this Council. The first WAC review meeting was in December. The ambulance vehicle standards (WAC 246-976-290) were discussed and the workgroup identified some suggested revisions to this WAC. Each section of the WAC will be reviewed by the workgroup, suggested revisions made and then the entire group of sections will be sent to the State Code Reviser's Office for review and approval. Any new, adopted revisions are projected to be implemented by the middle of Q2, 2020.
- Inland Empire Fire Chiefs: Greg Godfrey, SCFD8
Chief Godfrey is on vacation so no report at this time.
- 911 Board: Cody Rohrbach
Not present so no report.
- East Region EMS & TCC: Adam Richards
Disaster Crisis Standards of Care Committee meeting tomorrow.
- Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger
 - The next Paramedic Advisory Committee meeting is Feb. 27.
 - INHS will start accepting applications for Oct. 2018 paramedic class next week.
 - The EMS Conference is scheduled for Sept. 28 & 29, 2018.
- FAFB: Jason Satcher
No report.

- QI Committee: Dr. Nania
 - Dr. Nania said there is a policy group working on finding adequate funding for EMS. When there is a crafted proposal from the state, he encouraged EMS personnel to contact their representative about approving it.
 - Alternative standards committee is looking at drug shortages and IV fluid shortages. Dr. Dierks suggested agencies be judicious in their use of IV fluids.

ANNOUNCEMENTS:

- EMS Live@Nite:
Jan. 9, 2018, 6:45 p.m. – 8:15 p.m. Topic is Patient Assessment & Differential Diagnosis.
- Adam Richards: Just in case you missed it....the flu is here. Hospital capacity in Spokane is near or at 100%. Numbers are higher than in the last 5 years.

MEETING ADJOURNED

**SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
FEBRUARY 13, 2018, 9 AM – 10 AM**

Council Chair, Mike Lopez, called the meeting to order. Mike introduced the new Council representative from SCFD8, Marty Long. Greg Godfrey is now retired and Mike expressed the Council's thanks to Greg for his many years of service to the Council. The other attendees present then introduced themselves.

Members/Alternates/Ex-Officio Present:

Tom Chavez, Sharon Colby, Dr. Joel Edminster, Rich Llewellyn, Marty Long, Dr. Mike Metcalf, Veronica Mitchell-Jones, Dr. Jim Nania, Randy Olson, Patrick Ramsey, Jeff Reid, Adam Richards, Cody Rohrbach, Leah Salmon-Conroy, David Sewell, Cathy St. Amand

Guests Present:

Kasey Austin (SFD), Tammie Drapeau (AMR), Michelle Ensminger (INHS Training), Dr. Ken Isaacs (Providence), Tim Loncon (SFD), Chris Mabbott (Providence Trauma), Beth Perkins (Providence), Sharon Rainer (MultiCare Valley Hospital), Steve Tevlin (NQ)

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

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

CHAIR'S REMARKS: Mike Lopez

- EMS Awards nominations for 2017 service:
Please recognize your deserving fellow EMS providers and submit your nominations to Cindy. Deadline is March 31.
- EMS Executive Board Meetings:
In the future, the meeting dates of the EMS Executive Board will be posted on the EMS website calendar and EMS Officers will be notified by email. We want to achieve as much transparency as possible and they are open to the public. We won't be accepting public input as that will be reserved for the larger EMS Council meetings. Agendas will be published prior to any future Executive Board meetings.
- EMS Office Changes:
After discussions with the new CPA, there will be some changes to how some of the financial functions of the office are handled with improved checks and balances that the new CPA suggested, such as double-signature checks and the CPA reconciling the monthly statement. The new CPA will be more hands-on than the previous one.

TREASURER'S REPORT: Patrick Ramsey

- Jan. 2018 Financial Report:
The report was reviewed. No issues noted.
- Share Fees payment update:
There are three (3) agencies with outstanding invoices. All have been in touch with

Cindy and checks are being processed. IEESA did not renew their agency license, which expired Nov. 30, 2017. Their invoice will be voided.

OLD BUSINESS:

➤ Bylaws Committee/update/discussion:

Several Council members, including Rich Llewellyn and Randy Olson, reported that they had reviewed the bylaws and they felt strongly that they are in need of full review/revision.

Action: The following Council members agreed to be on an ad hoc Bylaws Review Committee: Dr. Metcalf, Rich Llewellyn, Cathy St. Amand, Johnnie Sylvester, and Randy Olson. Mike Lopez asked that they attempt to meet prior to the March 13 Council meeting and provide an update at that time.

NEW BUSINESS:

➤ Regional EMS & TC Council Membership Application for David Sewell:

Action: M/S/P to approve this application.

➤ Training Course Applications – INHS:

- Initial EMT-SGA Start date: 3/1/18
- EMT Refresher 1-day Date: 3/1/18
- ESE Refresher Half-day Date: 3/30/18

Action: M/S/P to approve these applications.

PROTOCOL COMMITTEE:

➤ Update from Tom Chavez:

The new Ketamine and D10 protocols were recently approved by DOH along with some other protocol revisions. Tom will work with Cindy to confirm all new protocols, revised protocols, and other updates to be sent to the protocol writer in the next week. Once the writer updates the master protocol, it will be sent to the Protocol App provider for updating.

The next Protocol Committee meeting is Wednesday, Feb. 21, 10 a.m., in Conference Room B at the Fire Training Center. The committee will be reviewing hyperglycemia, Fentanyl, post-ROSC check list.

REPORTS:

➤ EMS WAC Revision: Mike Lopez

The last meeting was in January. The group was working on ambulance vehicle requirements, which is now accomplished. There were no major changes, just clean-up. The next meeting is Feb. 21, from 2-4 pm.

➤ Inland Empire Fire Chiefs: Marty Long, SCFD8

Marty again noted that Greg Godfrey is retired and he is not sure as yet who will be the Fire Chief representative to the EMS Council.

➤ 911 Board: Cody Rohrbach

Discussion continues regarding proposed integrated communication center and back-up center for the county. SCFD9 is considered the preferred location for the back-up center.

➤ East Region EMS & TCC: Adam Richards

- Working on recent WACARES legislation that allows them to bill for services and they are working on this as source of revenue.

- The WA State Department of Health is piloting a program that will provide vouchers for volunteers in very rural areas of the State. The vouchers will be used to defer the expense to take the NREMT certification exam.
 - The DOH is developing a process for implementing legislation that allows rural agencies to use non-certified personnel as a vehicle driver and a waiver can be obtained from the DOH.
 - The Travis Alert bill (to address patients with autism) passed in 2017. The DOH and a stakeholder committee are working on developing education materials that are required in the Travis Alert bill.
 - Increased focus by mental health professionals on patients with substance abuse disorders. This may affect the ERs and cause extra work for the hospitals; there is no funding at this time for the exams either. Met with stakeholders last week about this issue.
- Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger
The application process is now open for the October 2018 Paramedic class. If you know someone who is interested, they should apply promptly as the class will fill quickly. Michelle will send Cindy a flier regarding the class to post on the EMS website. The next Paramedic Advisory Committee meeting is February 27 at 0800 at the INHS Training Facility.
- FAFB: Jason Satcher
No one present to report.
- QI Committee: Dr. Nania
- Airway KPI reports for 2017 data at today's QI meeting as well as three case reviews
 - Randy doing a review of 911 calls involving dispatch CPR.
 - No new drug shortages to report.

ANNOUNCEMENTS:

- EMS Live@Nite:
Feb.13, 2018: Helicopter Safety & Transfer to Crew presented by: Dominic Pomponio, RN, CFRN
6:45 p.m. – 8:15 p.m.
- Cody Rohrbach said there are new type codes for MCI severity.

ADJOURNED:

**SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
MARCH 13, 2018, 9 AM – 10 AM**

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

Members/Alternates/Ex-Officio Present:

Tom Chavez, Sharon Colby, Steve Cooke, Dr. Travis Dierks, Tammie Drapeau, Dr. Joel Edminster, Rich Llewellyn, Marty Long, Veronica Mitchell-Jones, Dr. Jim Nania, Gino Palomino, Paul Priest, Dr. Jacob Rabe, Patrick Ramsey, Adam Richards, Cody Rohrbach, Leah Salmon-Conroy, Jason Satcher, David Sewell, Cathy St. Amand

Guests Present:

Carolyn Cartwright (R9HCC), Darrell Core (SVFD), Michelle Ensminger (INHS Training), Tim Loncon (SFD), Chris Mabbott (PSHMC Trauma), Karyn Manor (MultiCare Deaconess), Beth Perkins (PSHMC), Sharon Rainer (Multi-Care Valley Hospital), Vince Speziale (SCFD4), Steve Tevlin (Northern Quest Casino),

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

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

CHAIR'S REMARKS: Mike Lopez

- Reminder - EMS Awards nominations for 2017 service: Please submit your nominations to Cindy. Deadline is March 31. Awards ceremony will take place at the May 8 EMS Council meeting.

TREASURER'S REPORT: Patrick Ramsey

- Feb. 2018 Financial Report:
Patrick presented the balance sheet and profit & loss summary for Feb. 2018. No questions or concerns noted.
- Share Fees payment update: All agencies have paid their share fees.

OLD BUSINESS:

- Bylaws Committee Update: Cathy St. Amand
Cathy reported that the committee met on March 5 and got about half way through reviewing the bylaws. She said some of the bylaws are confusing and/or unclear and it's hard to tell what the thoughts were behind how they are organized. Review of the bylaws also showed that the officer election process is ambiguous and doesn't fit with the actual practice for the last 20+ years of officers moving up (i.e. Vice Chair to Chair to Executive Chair). Cathy will be contacting Kelly Jennings to get some background from him. The next meeting is Wednesday, Mar. 21, 2-4 pm.

NEW BUSINESS:

➤ Training Course Applications: INHS

- Initial Paramedic Course Dates: 5/24/18 – 5/22/19
Michelle Ensminger said that this is a new classroom/distributive learning paramedic course and only 10 students will be accepted for the class.
- Initial EMT-SGA Course Start date: 4/24/18

Action: It was M/S/P to approve these classes.

PROTOCOL COMMITTEE:

➤ Update from Tom Chavez

The DOH recently approved the newest and revised protocols and they are now with the medical writer who is adding them to the Protocol PDF. Hopefully he will return the updated PDF to Cindy this week and then it will go to the Protocol App provider to be updated on the app. The next Protocol Committee meeting is Wednesday, March 21, at 10:00 a.m.

REPORTS:

➤ EMS WAC Revision: Mike Lopez

Mike said the WAC Review Committee met last week and finally finished going through the vehicle standards. The committee will start in next on the trauma verification WAC. As part of this they will be trying to reconcile advanced first aid v. EMR as there are no longer advanced first aid courses available. The rules created will still need to support rural areas using a non-medical person as a driver. The next WAC Review meeting is March 22.

➤ Prehospital TAC report including WEMSIS data workgroup: Mike Lopez

PHTAC is also looking at how to address the vehicle driver issue in rural areas. WEMSIS brought in an epidemiologist and an analyst to audit the WEMSIS data and they found that the accuracy and documentation is sub-standard. Ultimately, no conclusions can be drawn from the data due to missing or poorly documented elements. Mike asked the EMS Officers to encourage their personnel to be diligent in comprehensive patient care documentation and using dropdown menus where appropriate.

➤ Inland Empire Fire Chiefs: Marty Long, SCFD8

New dispatch codes should roll out in May.

➤ 911 Board: Cody Rohrbach

Work continues on future integrated center (i.e. governance, charter, voting, decision-making, etc.). He said there is a draft resolution charter out there that will be voted on.

➤ East Region EMS & TCC: Adam Richards

Adam said there is no process as such for min-max numbers and he has talked with DOH about a possible pilot program involving Spokane County and East Region to develop an actual process. DOH has given their blessing to move forward with this.

➤ Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger

Michelle said the last meeting was on Feb. 27 and the new classroom/distributive learning paramedic class was discussed. Michelle also reported that the current paramedic students will be doing rotations at several Providence and MultiCare locations.

There are already 5 or 6 applicants for next paramedic class.

➤ FAFB: Jason Satcher

No report.

➤ QI Committee: Dr. Nania

- 2017 Airway KPI data summary

Vince Speziale reviewed the updated Airway KPI data collection spreadsheet he created and the corrections he made to the formulas and Dr. Nania reviewed the data submitted. Dr. Edminster suggested adding a “quality index” to the spreadsheet.

Action: Dr. Nania wants to discuss at the April QI meeting what can be done to improve airway care and if changes needed to be made to the Airway KPI form.

- Any drug shortages: Ketamine, Dopamine, Calcium Gluconate, D10 in short supply.

ANNOUNCEMENTS:

➤ EMS Live@Nite:

March 13, 2018: Demystifying the Pediatric Patient presented by Doug Presta.
6:45 p.m. – 8:15 p.m.

➤ 2018 NW Emergency Medical Services Conference:

Conference is Sept. 28-29 and registration is now open.

➤ May 2018 med-surge event by SRHD:

Carolyn Cartwright said the exercise will focus on Spokane, Lincoln and Adams counties. The next planning meeting is April 4.

MEETING ADJOURNED.

SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
APRIL 10, 2018, 9:00 AM – 10:00 AM

Council Chair, Mike Lopez, called the meeting to order and the attendees introduced themselves. (Mike had to leave the meeting early and Cathy St. Amand, Executive Chair, took over during New Business.)

Members/Alternates/Ex-Officio Present:

Tom Chavez, Sharon Colby, Dr. Joel Edminster, Mike Lopez, Lori Markham, Veronica Mitchell-Jones, Ray Moeckel, Dr. Jim Nania, Dr. Bob Notske, Randy Olson, Gino Palomino, Patrick Ramsey, Jeff Reid, Leah Salmon-Conroy, David Sewell, Johnnie Sylvester, Cathy St. Amand

Guests Present:

Tammie Drapeau (AMR), Mark Donaldson (Deaconess Neuro Administrator), Michelle Ensminger (INHS Training), Dr. Madeleine Geraghty (Deaconess), Dr. Ken Isaacs (PSHMC), Chris Mabbott (PSHMC Trauma), Karyn Manor (Deaconess), Ed Palmer (AMR), Beth Perkins (PSHMC), Sharon Rainer (Valley Hospital), Nichol Savko (UTC Aerospace)

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

It was M/S/P to approve the March 2018 minutes.

CHAIR'S REMARKS: Mike Lopez

➤ EMS Awards 2017 ceremony info for May 8:

Mike reviewed the schedule for next month's meetings to accommodate the EMS Awards ceremony.

9 am – 10 am	QI meeting
10 am – 10:15 am	Council meeting (brief business meeting)
10:30 am – 11:15 am	EMS Awards ceremony

➤ Executive Board update:

At the April 4 meeting the Board dealt with the following agenda items:

- Reviewed the nominees for the EMS Awards for 2017 service
- Discussed and reviewed documents for refile for 501c3 status for the Council
- Reviewed new 3-year contract for Protocol App (renewal date is 6/1/18)
- Reaffirmed Cody Rohrbach as the Council Representative to the consolidated 911 oversight Board per the request of Jay Atwood. If there are any questions or concerns regarding this, please let Mike know today.
- OPMA training for board members
- Reminder to board members to submit input to Cindy's evaluation

➤ Inland NW Brain Injury Symposium:

Conference will take place April 19 and 20 at EWU Spokane. Cindy will post info on the EMS web site and send flier out to the EMS Officers.

TREASURER'S REPORT: Patrick Ramsey

- March 2018 Financial Report:
Patrick reviewed the balance sheet and profit & loss report.
- 501c status update:
This was reviewed in Chair's report.

OLD BUSINESS:

- Bylaws Committee Update: Cathy St. Amand
Cathy reported that the committee is about three-quarters of the way through the bylaws. She said she will have a draft to show at the June meeting.

NEW BUSINESS:

- Care of Stroke Alerts at Deaconess: Karyn Manor and David Sewell
Presentation by Karyn Manor and David Sewell on how EMS can help make the recently revised procedure for getting stroke alert patients directly to CT scan a success. Karyn reviewed a short Power Point presentation.
- Review of Protocol App (Acid Remap) 3-year Subscription Agreement: - Cathy St. Amand, Executive Chair
Cathy said the contract was sent out to the Council voting members to review and there was no negative feedback.
Action: It was M/S/P to approve signing of the Protocol App contract.
- "Stop the Bleed" program: Marty Long, SCFD8
Marty said that Providence was instrumental in bringing this program to the region and there are a number of classes coming up. Any EMS person that takes the class can become an instructor. April 25 is the next 2.5 hour instructor class. It was also noted that the "Stop the Bleed" program could be taught along with CPR at the high schools and in the community. Leah Salmon-Conroy said Deaconess is also involved in teaching this program and all employees at Deaconess and Valley Hospitals are being trained. She said there will also be a pilot class at North Central High School in May. The plan eventually would be to have kits attached to the wall at businesses and schools next to an AED. Go to www.bleedingcontrol.org to sign up for a class.
Action: Cindy will send the "Stop the Bleed" info out again to Council members, EMS Officers, and Physician Advisors.
- Regional EMS & TC Council Membership Application – Veronica Mitchell-Jones
Action: Application appeared to be in order and it was M/S/P to approve it.
- ESSO Application for UTC Goodrich:
Nichol Savko of UTC Goodrich was present to speak for their application.
Action: The application appeared to be in order and it was M/S/P to approve it.
- Training Course Applications - INHS:
 - Initial ESE Date: 5/21/18**Action:** Application appeared to be in order and it was M/S/P to approve it.

PROTOCOL COMMITTEE:

- Update from Tom Chavez
 - Protocol App has been updated very recently.

- The committee is currently reviewing some protocols (new – hyperglycemia, surgical cric, chlorhexadrine for IV swabs, NS v. LR as fluid of choice; revisions – refusal of transport, Fentanyl via MAD, manikin intubation)
- Dr. Edminster asked if the Protocol Committee could look at creating a document that EMS personnel could hand to OD patients with information on how to obtain Narcan.

REPORTS:

- EMS WAC Revision: Mike Lopez
No report.
- Inland Empire Fire Chiefs: Marty Long, SCFD8
No report.
- 911 Board: Cody Rohrbach
No report.
- East Region EMS & TCC: Adam Richards
Adam was not present at today's meeting. The next meeting is tomorrow.
- Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger
Michelle said the hybrid PM class has been put on hold for now while working on issues DOH has with the program.
- FAFB: Jason Satcher
No report.
- QI Committee: Dr. Nania
 - Any drug shortages (ketamine and D10)
 - Dispatch CPR study: Randy Olson
Randy is reviewing these calls to assess why dispatch CPR may not always be done (i.e. family unable to move or access patient, family told by dispatch to do other things like put animals away and unlock front door for responders). He suggests encouraging dispatch to also ask if the caller is aware of an AED present at the home or building. He hopes this review will help identify where to focus education.
 - Verified responders study: Dr. Nania said he is aware of some responses but not sure if there have been any saves.
 - Trauma QI data: Dr. Nania said Vince Speziale has been working on a spread sheet for this that will be reviewed at today's QI meeting.
 - Research study on ACS: Dr. Nania said he met last Friday with WSU med school student who will attempt a study on prehospital application of High Risk Criteria Scoring in detecting Acute Coronary Syndrome.

ANNOUNCEMENTS:

- EMS Live@Nite:
April 10, 2018: Mock trial: Prosecuting EMS Documentation by Shane Anderson and Katelyn O'Brien from 6:45 p.m. – 8:15 p.m.
- Dr. Edminster said the paramedic education next Tuesday will be a Pediatric Summit with presentations on airway emergencies, seizure management, and Handtevy.
- Inland NW Trauma Conference is April 23 at the Davenport Grand.

ADJOURN:

**SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
MAY 8, 2017, 10:00 – 10:15 AM**

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

Members/Alternates/Ex-Officio Present:

Tom Chavez, Steve Cooke, Dr. Travis Dierks, Amber Jones, Rich Llewellyn, Lori Markham, Dr. Mike Metcalf, Dr. Jim Nania, Dr. Bob Notske, Randy Olson, Gino Palomino, Paul Priest, Patrick Ramsey, Jeff Reid, Cody Rohrbach, Leah Salmon-Conroy, David Sewell, Johnnie Sylvester, Cathy St. Amand

Guests Present:

Carolyn Cartwright (Region 9 HCC), Deb Dodson (SCFD3), Travis Nichols (Region 9 HCC), Ed Palmer (AMR), Ben Sabori (SCC), Steve Tevlin (NQ)

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

It was M/S/P to approve the April 2018 minutes.

CHAIR'S REMARKS: Mike Lopez

- EMS Awards for 2017 service will take place today following the Council meeting.
- Update on 501c3 refiling:
The tax attorney has completed the paperwork to refile for 501c3 status. As part of that process, there is a requirement that the Articles of Incorporation include provision for how assets would be distributed should the corporation dissolve. The Executive Board has approved Articles of Amendment of the Articles of Incorporation to address the dissolution provision. Funds would be distributed to one or more organizations that are also 501c3 corporations. Also, the Board was required to have a Conflict of Interest Policy and so the Board adopted/amended an East Region Council Conflict of Interest Policy. The paperwork will require one final review by the Chair and his signature and will then be submitted to the IRS.

TREASURER'S REPORT: Patrick Ramsey

- April 2018 Financial Report:
These reports were sent out with the agenda for review. There were no questions or concerns. Patrick did note there would be upcoming costs for the tax attorney's preparation of the documents to refile for 501c3 status.

OLD BUSINESS:

- Bylaws Committee Update: Cathy St. Amand
Cathy had no report at this time since there was not an April meeting. The next meeting date is yet to be scheduled.

NEW BUSINESS:

- Training Course Applications – SCFD9:
 - Initial EMT Distributive Learning Dates: 5/23/18 – 8/25/18
- Training Course Applications – INHS:
 - Refresher EMT Date: 5/25/18
 - Initial EMT-SGA Dates: 6/18/18 – 8/22/18
 - Initial EMT-SGA Dates: 6/7/18 – 9/21/18

Action: It was M/S/P to approve all of the above courses.

PROTOCOL COMMITTEE:

- Update from Tom Chavez
 - Revised Spokane County Preliminary Field Medical Report:
Tom said the revisions include adding a space to note “Reporting Agency”, space for High Risk Cardiac criteria, and Stroke Severity Score. Dr. Nania asked that the 2014 GCS format be used.
- Action:** It was M/S/P to approve the document as presented. It was then M/S/P to add the 2014 GCS.

REPORTS:

- EMS WAC Revision: Mike Lopez
Mike said the group met last month. DOH is strongly considering including the Supraglottic Airway as part of the EMT scope of practice. There will be updates to all scope of practice and then will present that to the MPD Committee for the MPD recommendation and feedback. The next WAC Revision meeting is Thursday, May 17, from 9-11.
- Inland Empire Fire Chiefs: Marty Long, SCFD8
No report.
- 911 Board: Cody Rohrbach
New combined communication center is now named Spocomm. Cody said the new board has had a couple of meetings so far and currently the priority is creating bylaws for the new board.
- East Region EMS & TCC: Adam Richards
Mike reported that Adam is in Boston this week. The next Regional Council Meeting is next month. Adam went to Colfax on April 26 to meet with Whitman County EMS regarding some issues they are currently working on. Also, the current Whitman County MPD is retiring and Whitman County EMS has made their recommendation for a new MPD to DOH.
- Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger
Amber Jones was present and standing in for Michelle. Amber reported that INHS is still accepting applications for the Fall PM class. INHS is also still accepting applications for Initial EMT classes and EMT Refresher classes approved at today’s meeting.
- FAFB: Jason Satcher
Not present; no report.
- QI Committee: Dr. Nania
 - Dr. Nania said he reviewed 2017 WACARES data earlier today at QI Committee.

ANNOUNCEMENTS:

➤ EMS Live@Nite:

May 8, 2018: Amber Jones will present - Trauma...Putting Humpty Dumpty Back Together Again

6:45 p.m. – 8:15 p.m.

MEETING ADJOURNED.

**SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
JUNE 12, 2018; 9:00-10:00 AM**

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

Members/Alternates/Ex-Officio Present:

Tom Chavez, Sharon Colby, Rich Llewellyn, Marty Long, Mike Lopez, Dr. Mike Metcalf, Veronica Mitchell-Jones, Dr. Jim Nania, Travis Nichols, Randy Olson, Paul Priest, Dr. Jacob Rabe, Patrick Ramsey, Jeff Reid, Adam Richards, Cody Rohrbach, Leah Salmon-Conroy, David Sewell, Johnnie Sylvester

Guests Present:

Kasey Austin (SFD), Tammie Drapeau (AMR), Michelle Ensminger (INHS Training), Dr. Madeleine Geraghty, Dr. Ken Isaacs (PSHMC), Chris Mabbott (PSHMC Trauma), Karyn Manor (MultiCare Deaconess), Sharon Rainer (Multi Care Valley Hospital), Robert Ramos (PSHMC)

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

It was M/S/P to approve the May 2018 minutes.

CHAIR'S REMARKS: Mike Lopez

- Update on 501(c)(3) filing:
The application process is underway. The tax attorney informed us that his office filed the application packet by certified mail and he received confirmation that the packet was received by the IRS on May 25.

TREASURER'S REPORT: Patrick Ramsey

- May 2018 Financial Report:
The Council members received copies of the May balance sheet and profit & loss statements by email with the Council agenda. Patrick reviewed the documents for the Council. No issues were noted.

OLD BUSINESS:

- Bylaws Committee Update: Cathy St. Amand
Cathy was unable to attend today's Council meeting but told Cindy that the Bylaws Committee has now completed their review of the entire bylaws document and plan to meet one more time to review the final typed document showing changes.
Action: Cindy and Cathy plan to meet next week to type up the changes in the bylaws document. Following that, a date for the Bylaws Committee to review the document will be scheduled.
- Handtevy: Rich Llewellyn
Mike Lopez reported that he spoke with Patrick Bavaro from Handtevy this morning and has another conference call scheduled with him again this afternoon to iron out details.

NEW BUSINESS:

➤ Review/Vote on Articles of Amendment of the Articles of Incorporation of Spokane County EMS Council (Chair Mike Lopez):

This document was emailed to Council members for review prior to this meeting. This document discusses how funds/assets will be dispersed if the EMS Council should decide to voluntarily dissolve as a corporation. By IRS rules, the assets must go to a 501. If the decision was made to dissolve the EMS Council, the hope would be that the office would continue to function in support EMS personnel (i.e. processing certifications/renewals, perhaps sponsoring classes, etc.) as long as the funds held out and then would close.

Action: MSP to approve this document. It was agreed that information regarding the dissolution provision and distribution of funds will need to be added to the bylaws. The Bylaws Committee will work on this.

➤ Review/Vote on EMS Council Conflict of Interest Policy (Chair Mike Lopez):

This document was also emailed to Council members for review prior to this meeting. Mike reviewed the document. Randy Olson said he noted a double negative in the definition section of the document that might need to be fixed. Randy also asked for clarification of what “appropriate disciplinary and corrective action” would be for a member who “fails to disclose an actual or possible conflict of interest”. Should this be defined?

Action: It was M/S/P to approve the policy with language clarification as noted above. The Council Executive Board will discuss language clarification and bring the issue back to the Council at the July 10 meeting.

➤ Training Course Application – INHS:

- EMT Refresher Date: 6/29/18

➤ Training Course Application – SCC:

- Initial EMT-SGA Date: 7/2/18 – 8/23/18

➤ SEI Renewal – Tammie Drapeau:

➤ SEI Renewal – Ben Sabori:

Action: It was M/S/P to approve all of the above applications.

PROTOCOL COMMITTEE:

Tom reported that the Committee will be reviewing the following at the meeting on June 20, 10:00 a.m.:

- Stimulus protocol
- Cric protocol
- Patient refusal of care
- Preliminary field report with updated GCS
- Behavioral health policy

REPORTS:

➤ EMS WAC Revision: Mike Lopez

The next meeting is Wed, June 20, and the group will be working on trauma verification WAC. Also, a workgroup has formed to look at issues regarding HB1358 related to community-related paramedicine reimbursement, funding, and training.

➤ Inland Empire Fire Chiefs: Marty Long, SCFD8

Marty said he wasn't able to attend so report is per Cody Rohrbach. Cody said the

Spokane County Sheriff's office has added a helicopter (Rescue 3) to its fleet to be used for search and rescue and fire support. EMS personnel and their equipment will be part of the responding flight crew. This will enable the EMS crews to be taken to remote areas to provide initial advanced medical treatment to injured victims. Personnel from SCFD8 will be assigned to each shift.

- 911 Board: Cody Rohrbach
Cody said that most of the discussion centered on the integrated dispatch system (i.e. answering questions posed by the City Council and developing key competencies for an executive director so recruitment could begin).
- East Region EMS & TCC: Adam Richards
Adam said all counties are being asked to review their min-max numbers. There is currently one open spot for BLS in Spokane County. The next planning cycle for the region is coming up Jan/Feb 2019.
- Region 9 Healthcare Coalition: Travis Nichols
 - R9 HCC sent a cadre including representatives from Fire District 8, MultiCare, Providence Health Care, SRHD, Lincoln County Public Health and Columbia County Emergency Management to the CDP in Anniston, Alabama, for a Healthcare Coalition Response Leadership course. Thank you to Tom Chavez for braving the high humidity and bringing lessons learned back to Spokane County EMS.
 - May 23, 2018, R9 HCC lead a hospital evacuation exercise with Spokane Fire, Providence Sacred Heart Medical Center, MultiCare Deaconess Hospital and over 50 other agencies from around the region participating. 223 patients were simulated for evacuation with use of the DMCC plan for patient placement and Spokane Fire managing patient movement. There were many lessons learned that will be published in an after-action report by July 1, 2018.
 - Healthcare Preparedness and Response structures in Washington State are evolving. The Region 7, Region 8 and Region 9 Healthcare Coalition are merging into a single Healthcare Coalition managed out of Spokane, serving all of the agencies in the expanded area. A summary of the integration and a FAQ are available at srhd.org/HCC.
- Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger
Michelle said the current paramedic students will start their internships soon. She also said that INHS received a large number of applications for the next PM class in October and will be increasing the class size from 24 to 26. The interview phase of the application process will begin soon.
- FAFB: Jason Satcher
No report.
- QI Committee: Dr. Nania
 - 2017 WACARES Report and statewide JAWS Report
Dr. Nania reviewed the WACARES reports only due to time constraints.
 - Dr. Nania said he attended the annual MPD meeting recently and said the following were discussed:
 - ✓ The State will be doing a study of the DOH trauma system.
 - ✓ EMS providers' scope of practice - SGA will be woven into the basic EMT curriculum although whether it is allowed will still be up to the individual MPD.

- ✓ Funding for state cardiac and stroke is not a priority with DOH. Dr. Nania said he is seeking restoration of funding taken away 8 years ago.
- Any drug shortages – not discussed.

ANNOUNCEMENTS:

- EMS Live@Nite: Altered LOC; Sherlock Holmes Approach to the Cause
6:45 p.m. – 8:15 p.m.

MEETING ADJOURNED AT 10:20 A.M.

SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
July 10, 2018 – 9:00-10:00 AM

Council Vice Chair, Adam Richards, called the meeting to order and the attendees introduced themselves. Chair, Mike Lopez, was unable to attend the meeting today since he had to attend a DOH workgroup meeting in Olympia.

Members/Alternates/Ex-Officio Present:

Rich Llewellyn, Marty Long, Dr. Mike Metcalf, Dr. Jim Nania, Randy Olson, Paul Priest, Patrick Ramsey, Jeff Reid, Adam Richards, Cody Rohrbach, Leah Salmon-Conroy, Jason Satcher, David Sewell, Johnnie Sylvester

Guests Present:

Kasey Austin (SFD), Dave Baird (SVFD), Dr. Madeleine Geraghty, Tim Loncon (SFD), Karyn Manor (MultiCare Deaconess), Beth Perkins (PSHMC), Sharon Rainer (MultiCare Valley Hospital), Steve Tevlin (NQ)

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

Randy Olson asked if the AAR for the hospital evacuation exercise could be made available to the Council members. Randy also asked for clarification regarding the reference in the June minutes to the New Business item addressing the Amendment to the Articles of Incorporation, specifically the sentence, “By IRS rules, the assets must go to a 501”. Randy questioned if that sentence should state “to a 501(c)(3)”.

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

Cindy will check with Travis Nichols from Region 9 HCC on the request regarding the AAR.

Cindy will also re-check the Amendment to the Articles of Incorporation document to clarify the question above.

CHAIR’S REMARKS: Adam Richards

➤ Report from Council Executive Board meeting July 9:

- Conflict of Interest Policy Update

Adam said the Executive Board re-reviewed this document and agreed it should be left as is. The document was adopted from an East Region document, which had been previously reviewed by the AG. The document was also reviewed by the Council’s tax attorney as part of the 501(c)(3) application process. There was no further discussion.

TREASURER’S REPORT: Patrick Ramsey

➤ June 2018 Financial Report:

This document was sent out to the Council members with the agenda prior to today’s meeting. No issues or problems were noted.

OLD BUSINESS:

- Bylaws Committee Update: Rich Llewellyn
The document is now in “show changes” format and will be on the agenda for a first reading at the September Council meeting.
Action: Cindy will email the draft document to the Council members to begin reviewing prior to the September Council meeting. Dr. Metcalf and Rich Llewellyn suggested that any comments/concerns be emailed to Cindy prior to the September Council meeting so they are available for discussion at the meeting.
- Amendment to the Articles of Incorporation:
Adam said this document has been addressed in the bylaws draft as requested by the Council.
Handtevy update: Cindy
Mike Lopez did receive the invoice from Handtevy and a check for \$3795 was sent from the Council to cover the start-up costs for Spokane County. Mike is working on the medication questionnaire sent from Handtevy to start the protocol customization.

NEW BUSINESS:

- INHS Training Course Applications:
 - Initial EMT-SGA Starts: 9/4/18
 - Initial ESE Starts: 9/10/18
 - Refresher ESE Starts: 7/31/18
 - Refresher EMT Starts: 8/31/18
 - Refresher EMT Starts: 7/27/18
 - SCC Training Course Application:
 - Initial EMT-SGA Starts: 9/19/18
- Action:** It was M/S/P to approve all of the above courses.

PROTOCOL COMMITTEE: Update from Kasey Austin for Tom Chavez

- Protocols to approve:
 - Alternative Resources for Help (new)
No issues.
 - Community Resources (update)
No issues.
 - Needle Cricothyrotomy (new)
Action: Change name to “surgical cric”.
 - OSI (update)
No issues.
 - Non-Transport of Patients
Action: Dr. Nania said title should be “Non-treatment/Non-transport of Patients”.
 - Spokane County Field Report (update)
No issues.
 - Stimulus Procedure (new)
Action: Dr. Geraghty suggested changing #3 to “Pressure stimulus” instead of “painful stimulus” and the committee agreed.

REPORTS:

- EMS WAC Revision: Mike Lopez
No report; Mike in Olympia for HB1358 DOH workgroup meeting.
- Inland Empire Fire Chiefs: Marty Long, SCFD8
Cascadia Rising drill.
- 911 Board: Cody Rohrbach
The 911 Board no longer exists and all services have been transferred to the new, as yet unnamed, Integrated Center (the new name is yet to be chosen by the Board but they have decided that it won't be SPOCOM). There is ongoing recruitment for a director and interviews are coming up this week.
- East Region EMS & TCC: Adam Richards
Agencies should look at their min-max numbers and response times.
Action: This item will be added to the September agenda and Adam will present some information.
- Region 9 Healthcare Coalition: Travis Nichols or Carolyn Cartwright
No representative present.
- Curriculum & PM Advisory Committee/INHS Training: Doug Presta for Michelle Ensminger
The current paramedic students will be finishing up their rotations through August. Interviews of applicants for the October 2018 paramedic class are currently being conducted.
- FAFB: Jason Satcher
No report.
- QI Committee: Dr. Nania
 - Dr. Nania reminded any agencies with July paramedic and AEMT certification renewals that their Physician Advisor approval letters need to be submitted to him before he can sign off their online renewal requests.
 - Trauma KPI report – unable to review due to computer crashing. Will look at this report in September.
 - Any drug shortages – Dr. Nania said ketamine is now available in limited formulary. Regarding dopamine, he recommended that the Protocol Committee investigate switching from dopamine to norepinephrine as the vasopressor of choice.

ANNOUNCEMENTS/OTHER BUSINESS:

- Sharon Rainer, MultiCare Valley Hospital
Sharon complimented Mason McCoy, SCFD4, regarding her recent interaction with him.
- Power outage at Deaconess
David Sewell gave a brief explanation of the incident and said there will be an AAR of this incident later this week.

The meeting was adjourned at 10:00 a.m.

**SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
SPECIAL MEETING MINUTES
August 9, 2018 – 1530
Spokane Fire Training Center Conference Room A**

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

Members/Alternates/Ex-Officio Present:

Mike Lopez, Chair
Gino Palomino, SCFD4
Lonnie Rash, SCFD8
Patrick Ramsey, AMR
Randy Olson, Consumer
Sharon Colby, Elected Official
David Sewell, Deaconess
Robert Notske, SCMS
Jason Satcher, Ex-Officio (non-voting) FAFB

Guests Present: None

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

The Chair explained the reason for today's meeting and the consequences of the SCSO ESSO license renewal not being signed off and, therefore, expiring on Aug. 31, 2018. He also noted that a quorum is required for final action at any meeting (12 voting members needed). Only 8 voting members are present at today's special meeting so no action can be taken on the only item of business.

NEW BUSINESS:

- SCSO ESSO Renewal Application (exp. 8/31/18)

Action:

- Unable to vote on the application due to lack of quorum.
- Mike will email Mike Drapeau with follow-up on this meeting (see attached email)
- Mike will email DOH in support of an extension for the SCSO application if it is requested (see attached email)

MEETING ADJOURNED.

SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
Sept. 11, 2018; 0900-1000
Spokane Fire Training Center Auditorium

Council Chair, Mike Lopez, called the meeting to order and attendees introduced themselves. Mike noted that today is the 17th anniversary of 9/11 and asked the Council members to stand for a moment of silence to honor the victims as well as their families and loved ones.

Members/Alternates/Ex-Officio Present:

Tom Chavez, Sharon Colby, Dr. Travis Dierks, Dr. Joel Edminster, Rich Llewellyn, Mike Lopez, Lori Markham, Dr. Mike Metcalf, Veronica Mitchell-Jones, Ray Moeckel, Dr. Jim Nania, Randy Olson, Paul Priest, Patrick Ramsey, Lonnie Rash, Jeff Reid, Leah Salmon-Conroy, Cathy St. Amand

Guests Present:

Kasey Austin (SFD), Craig Bakker (PSHMC), Carolyn Cartwright (HCC), Bob Cepeda (SRHD/HCC), Michelle Ensminger (INHS Training), Dr. Ken Isaacs (PSHMC), Tim Loncon (SFD), Chris Mabbott (PSHMC Trauma), Karyn Manor (MultiCare Deaconess Hospital), Beth Perkins (PSHMC), Sharon Rainer (MultiCare Valley Hospital), Vince Speziale (SCFD4), Steve Tevlin (Northern Quest)

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

It was M/S/P to approve the minutes of July 2018.

CHAIR'S REMARKS: Mike Lopez

- Report on Council Executive Committee meeting Aug. 16, 2018:
The committee met to review and approve a budget draft to present to the Council.
- Report on EMS Council Special Meeting Aug. 9, 2018:
SCSO submitted their ESSO renewal application in late July not realizing there was no August Council meeting. A special meeting invite was sent and the meeting was held on Aug. 9 to review and consider approval of the ESSO application. Unfortunately, there were not enough attendees to meet the quorum needed for a vote. The application will be reviewed again at today's meeting.
- HandTevy:
Mike reported that he recently completed work on a medication questionnaire (69 pages) sent to him by HandTevy. He returned the questionnaire to HandTevy, who put the info into a draft document that folks from Spokane County agencies are now currently reviewing. Mike also passed around a form and asked agencies present to fill in their contact info so HandTevy can reach out to them regarding pricing.

TREASURER'S REPORT: Patrick Ramsey

- July & Aug. 2018 Financial Report:
Patrick reviewed the information.
Action: The Council M/S/P to approve the reports.
- Proposed budget for 2019 (initial review):
Patrick reviewed each line item.
Action: The proposed budget will be reviewed again in October and voted on.

OLD BUSINESS:

- Bylaws Review (first review/reading): Cathy St. Amand
Cathy went through the document responding to questions and comments.
Action: The changes discussed today will be added to the bylaws draft and it will be presented again at the October Council meeting.

NEW BUSINESS:

- SCFD4 Training Course Applications:
 - Initial EMT-SGA Starts: 10/1/18
 - INHS Training Course Application:
 - Paramedic Starts: 10/17/18
 - Initial IV Therapy Endorsement Starts: 10/1/18
 - Initial EMT-SGA Starts: 11/29/18
 - Initial EMT-SGA Starts: 9/10/18
 - Initial AEMT Starts: 10/1/18
 - SCFD3 Training Course Applications:
 - Initial EMR Starts: 1/10/19
 - Initial SGA Endorsement Starts: 10/23/18 – 10/24/18
- Action:** It was M/S/P to approve the above course applications.
- Regional EMS & Trauma Care Council Membership Reappointment Application:
 - Cindy Pavlischak**Action:** M/S/P to approve.
 - ESSO Renewal Application SCSO:
Action: M/S/P to approve.

PROTOCOL COMMITTEE: Tom Chavez

- Update:
Tom said he has sent out a survey to identify a better regular meeting time for the Protocol Committee. As soon as he gets these surveys back he will send out a calendar meeting notice to the committee members.

The Protocols and COPS (new and revised) that were recently approved by this Council were sent to DOH for approval. The Council office recently received approval letters from DOH. These approved documents will now be sent to the medical writer to be added to the Protocol PDF.

REPORTS:

- EMS WAC Revision: Mike Lopez
Meetings will most likely be continuing for another year or so. Current discussions relate to the trauma verification process. This includes the possibility of combining 246-976-390 and 395 to streamline the trauma verification WAC. This may not be possible because repeal of 395 was not specified in the initial announcement to revise the WAC. This will be answered by DOH legal services. Mike also provided a brief report on the progress of implementing the provisions of HB1358. 1358, in part, charges the Health Care Authority to develop a reimbursement method for Fire Departments to receive reimbursement for CARES-related activities (including referrals to CARES teams, Urgent Care Centers, Substance Use Disorder treatment facilities and behavioral health services). The intent is to divert patients with low acuity conditions away from hospital Emergency Departments.
- Inland Empire Fire Chiefs: Lonnie Rash, SCFD8
No report.
- 911 Board: Cody Rohrbach
Not present; no report.
- East Region EMS & TCC: Adam Richards
Adam not present today but Mike Lopez said the Regional Council is in the process of updating regional plans to be submitted by Feb. 2019. He also said there have been a number of MPD transitions recently and physicians are needed to fill those roles.
- Region 9 Healthcare Coalition: Carolyn Cartwright
Carolyn said the HCC is working on response plans. She also explained about the health care coalitions merging, one on west side and one on east side.
- Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger
Michelle said the paramedic class starting in October will be the largest class yet. The next Paramedic Advisory Committee meeting will be in November with the date yet to be decided.
- FAFB: Jason Satcher
No report.
- QI Committee: Dr. Nania
 - Stroke QI will be reviewed at QI meeting today.
 - The following 2017 trauma cases will be reviewed at QI today (holdover agenda item from July QI Meeting):
 - ❖ GCS <8 without intubation
 - ❖ Spinal fractures without immobilization
 - ❖ All patients that had needle thoracostomy in the field
 - 2017 ACS data will be reviewed in November. Vince Speziale has created spread sheet for agencies to use to collect this data.
 - Verified Responder Program – no additional AED use since last report per Rich Llewellyn.
 - Dr. Nania is on the DOH committee reviewing WAC changes for MPD's.
 - Public Policy Work group has been cancelled by DOH.

ANNOUNCEMENTS/OTHER BUSINESS:

- EMS Live@Nite:
EMS Live@Nite is getting a makeover! EMS Live@Nite and the INHS OTEP programs have been combined, making for one amazing opportunity to meet recertification obligations. Courses will meet both state and local requirements set under the NREMT NCCP model. OTEP credits will require individuals or agencies to stay connected after the presentation so that skills can be viewed via Zoom. Courses will begin in October.
- Chris Mabbott announced that she is retiring from PSHMC and that today's meetings are her last as part of the EMS Council/QI Committee. She said Denise McCurdy will be taking her place. Chair Mike Lopez and Dr. Nania thanked Chris for her years of service to the Council and QI Committee and the Regional Council as well.

MEETING ADJOURNED.

SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
MEETING MINUTES
October 9, 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:

Tom Chavez, Sharon Colby, Dr. Joel Edminster, Mike Lopez, Dr. Jim Nania, Randy Olson, Paul Priest, Dr. Jacob Rabe, Patrick Ramsey, Lonnie Rash, Adam Richards, Leah Salmon-Conroy, David Sewell, Johnnie Sylvester, Cathy St. Amand

Guests Present:

Carolyn Cartwright (HCC), Deb Dodson (SCFD3), Tammie Drapeau (AMR), Michelle Ensminger (INHS Training), Tim Loncon (SFD), Karyn Manor (MultiCare Deaconess), Sharon Rainer (MultiCare Valley Hospital), Steve Tevlin (Northern Quest), Tucker Williams (SFD)

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

Approval of September 2018 minutes: Mike Lopez, Chair

CHAIR'S REMARKS: Mike Lopez

No report.

TREASURER'S REPORT: Patrick Ramsey

➤ September 2018 Financial Report:

Patrick reviewed the Balance Sheet and Profit & Loss reports for Sept. 2018. No issues noted.

➤ Proposed budget for 2019 (final review and vote):

Patrick reviewed the budget proposal for the second time. The first review was at the September Council meeting.

Action: It was M/S/P to approve the proposed 2019 budget. Mike Lopez asked that all agencies please go to the DOH website and review their agency rosters and update them if needed. Cindy will email each agency starting Nov. 1 with a request for roster approval prior to generating invoices for share fees.

OLD BUSINESS:

➤ Bylaws Review (second review/reading):

Cathy St. Amand reviewed all changes to the bylaws draft document and answered questions. The only suggested change was to Article V, Section 1. Regular Meetings. This will be changed to state the following: "The regular meeting of the EMS Council shall be held on the second Tuesday of each month, excluding the month of August when no scheduled meeting will be held."

Action: Third review of bylaws will take place at the November Council meeting.

NEW BUSINESS:

➤ Coverdell Stroke Update: Mike Lopez

The Coverdell Stroke Program would like to recruit more EMS agencies to submit data (currently only 12 EMS agencies in the state are participating). If an agency is already submitting data to WEMSIS, that agency would just need to give their permission to the DOH Coverdell program to share with the CDC. There is no cost to participating in the Coverdell project. If any Spokane County agency is interested in participating, please contact Kim Kelley Kim.Kelley@doh.wa.gov (360-236-3613), or Mike Lopez mlopez@spokanecity.org (509-625-7092),

➤ OR Rounds: Tammie Drapeau, AMR

Tammie reported that in a recent change some of the hospitals are now requiring background checks within 90 days of EMS personnel spending time in the OR for intubations. She said this is a significant change from the previous practice of requiring the checks once a year. This is onerous and costly and all employees have annual background checks while working for AMR.

Discussion: Some of those present said the OR is not a great learning environment or experience based on feedback from EMS personnel. Others said the opposite, that OR exposes EMS personnel to some unusual circumstances not often seen in the field and provides good experience. Tammie noted that Teleflex was in Spokane recently and that it was a great learning experience. David Sewell reported that Deaconess is not currently requiring the 90 day checks but the Joint Commission does have a requirement for this teaching situation and the hospital wants to exceed the JCAHO requirement. Adam Richards said this issue will eventually affect all agencies when their current contracts with the Providence hospitals expire. The intubation numbers requirement is a state rule currently. Mike Lopez said he has worked on a proposal to DOH to change this. Dr. Edminster noted that numbers alone do not ensure appropriate airway training and Spokane County needs to continue working on airway management and training. Council members asked if DOH could possibly intercede with hospitals regarding the background checks.

Action: Adam Richards (Providence) and David Sewell (Deaconess) will continue working on this issue at their institutions.

➤ EMS Website and requests for links to be added: Mike Lopez

The Council office occasionally receives requests from outside businesses, non-profits, etc., asking to have their links added to the EMS Office website. Most recently a request was received from the Outreach Department at Mesothelioma Guide. The questions is, should the Council open its website to outside links at all and, if so, what should the parameters be (e.g. non-proprietary-inclusive of biomedical and EMS equipment vendors; have EMS-related information – education and resources; allow for consideration of other organizations such as the one noted above, etc.).

Action: Due to time constraints the issue could not be discussed at length today, but Mike Lopez asked the Council members to give this issue some thought and it will be back on the agenda again in November.

➤ INHS Training Course Applications:

- ESE Refresher Course Date: 11/9/18

Action: It was M/S/P to approve this application.

➤ Regional EMS & TCC Membership Reappointment Applications:

- Veronica Mitchell-Jones, LFN
- Sharon Rainer, MultiCare Valley Hospital

Action: It was M/S/P to approve these applications.

PROTOCOL COMMITTEE: Tom Chavez

➤ Update:

The Protocol App has been updated with the following:

- Added: Stimulus Procedure
- Added: Surgical Cricothyrotomy
- Updated: Preliminary Field Medical Report (Reference Forms)
- Updated: Community Resources (Reference Documents)
- Updated: Optimal Sequence Intubation
- Updated: Inter-Facility Transport
- Removed: Field Triage Decision Scheme – The National Trauma Triage Protocol

The committee is continuing to work on the Alternative Transport Protocol and on a behavioral health protocol. The next meeting is Thursday, Oct. 18, at 0900.

REPORTS:

➤ EMS WAC Revision: Mike Lopez

There was no meeting in September. The next meeting is Wednesday, Oct. 17, when work will continue on the trauma verification application process.

➤ Inland Empire Fire Chiefs: Lonnie Rash

Making progress on bylaws and budget, recognition for SREC and getting access for hospitals to this system.

➤ 911 Board: Cody Rohrbach

Cody not present.

➤ East Region EMS & TCC: Adam Richards

The next meeting is tomorrow. Adam reviewed the Spokane County map showing agency coverage and two designated underserved areas in Spokane County (30 minute or greater response times). Map does not include air medical response. The East Region updated plan will have to be submitted by February or March 2019.

Action: Cindy will send out the Spokane County map with the minutes. Adam asks all agencies and the Council members to review the document and send any feedback to him (adam.richards2@providence.org).

➤ Region 9 Healthcare Coalition: Travis Nichols or Carolyn Cartwright

The next General Meeting of the HCC is Nov. 15.

At today's QI meeting the Committee will be discussing the HCC Patient Tracking drill proposal, Patient Triage and Tracking Exercises "Trauma Tuesdays".

➤ Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger

The next Paramedic Advisory Committee meeting is Nov. 15 at 0800. INHS was recently approved to accept GI funding for students.

➤ FAFB: Jason Satcher

Jason is not present at today's meeting; no report.



➤ QI Committee: Dr. Nania

- Dr. Nania reminded agencies that he requires Physician Advisor letters for recertifying Paramedics and AEMT's before he will sign off the online recertification. There are currently recertifications in the DOH online queue that expire Oct. 31 and he is still awaiting the physician advisor letter.
- Dr. Nania will be sending out a letter soon regarding the Travis alert training module.
- Current verified responders are expanding their area of response from ¼ mile to ½ mile.

ANNOUNCEMENTS/OTHER BUSINESS:

➤ EMS Live@Nite:

October 9, 2018, 6:30 pm – Provider Safety (Medical Assessment)

MEETING ADJOURNED.

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.

SPOKANE COUNTY EMS & TRAUMA CARE COUNCIL
December 11, 2018 – 0900-1000
Spokane Fire Training Center Classroom D

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

Members/Alternates/Ex-Officio Present:

Mike Charter, Sharon Colby, Rinita Cook, Dr. Travis Dierks, Dr. Joel Edminster, Toni Halloran, Mike Lopez, Lori Markham, Dr. Mike Metcalf, Ray Moeckel, Travis Nichols, Randy Olson, Dr. Jacob Rabe, Adam Richards, Cody Rohrbach, Leah Salmon-Conroy, David Sewell

Guests Present:

Tammie Drapeau (AMR), Michelle Ensminger (INHS Training), Dr. Madeleine Geraghty, Heidi Huppert (PSHMC), Karyn Manor (Deaconess), Elizabeth Perkins (PSHMC), Doug Presta (CWU), Casey Schooley (REDi HCC), Steve Tevlin (NQ),

EMS Office Staff Present:

Cindy Pavlischak, EMS Office Administrator

MINUTES:

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

CHAIR'S REMARKS: Mike Lopez - none

TREASURER'S REPORT: Mike Lopez for Patrick Ramsey

➤ Update on 501c3 and 990 back tax filings for 2015 and 2016:

- The Council received word from the tax attorney on December 5th that he had heard from the IRS regarding our re-application for 501 exemptions. The IRS researched on their end and was unable to determine why the exemption was terminated in the first place. She apologized to our attorney for the issues this had caused and put the 501 exemption back in place as if it had never been terminated. The IRS is also returning the \$850 filing fee to the Council.
- 990 back tax filings have been completed and mailed for 2017 and filings for 2015 and 2016 are in the works and should be mailed before the end of December.

➤ November 2018 Financial Report:

Mike Lopez reviewed the reports. In response to a question of clarification from Randy Olson, Mike said the MPD stipend from DOH has remained the same for the last 15-20 years.

Action: Cindy will send out the November financial reports with the minutes since she forgot to send them out with the agenda.

OLD BUSINESS: None

NEW BUSINESS:

- Wade Hunt, COO, MultiCare Deaconess
Mr. Hunt said that MultiCare took over Deaconess and Valley hospitals in July 2017. He said MultiCare is very committed to being a successful partner with EMS and open to hearing questions, concerns, and ways to improve that partnership. There is also a new EMS newsletter from MultiCare Deaconess, which came out in November as well. He said that Deaconess achieved Comprehensive Stroke Center certification on Nov. 20 and is the only hospital on east side of Washington State to do so. He noted that the direct-to-CT process really stood out to the surveyors.
 - Karyn Manor, MSN, ARNP, Stroke Coordinator MultiCare Deaconess
Karyn elaborated on the comprehensive stroke center certification and the direct-to-CT process.
 - INHS Training Course Applications:
 - ESE Renewal Start date: 1/18/2019
 - EMT-SGA Dates: 1/7/2019 – 5/10/2019
 - EMT-SGA Dates: 1/5/2019 – 4/13/2019
 - EMT Refresher (30 hrs) Dates: 1/11/2019 – 1/12/2019
- Action:** It was M/S/P to approve all of the above courses.
- CWU paramedic course: Doug Presta
Doug said the proposed CWU paramedic course is still under review by DOH.

PROTOCOL COMMITTEE: Tom Chavez

- Update:
Tom is not present as he is involved with annual pit crew CPR training today, so no report.

REPORTS:

- EMS WAC Revision: Mike Lopez
At next week's meeting on Dec. 19, the EMS rules workshop will be reviewing sections in the WAC 246-976 chapter, including WAC 246-976-260, -300, -920 (MPD), and -960 (Regional EMSTC).
- Inland Empire Fire Chiefs: Lonnie Rash
Cindy said Lonnie emailed this morning that he would be unable to attend today's Council meeting. The only item Lonnie had from the Fire Chiefs was a concern about having enough lead time for notification, trainings, and implementation for the Triage Tag Day exercises scheduled to start in February.
- 911 Board: Cody Rohrbach
SRECS board has new logo. The potential integration is still being discussed, including looking at future financials and what that might look like. Hope to get law and fire on same CAD but need to look for best new world CAD system.
- East Region EMS & TCC: Adam Richards
The next East Region EMSTC is tomorrow. The DOH is undergoing full review/analysis by the American College of Surgeons (ACS) looking at the state trauma system including analysis of the funding. This will take several months and will be followed by a full report.

- REDi Healthcare Coalition: Travis Nichols/Carolyn Cartwright
The HCC will be sending out a draft of the statewide patient placement plan for review in next few weeks. The HCC appreciates all the work by MultiCare on the DMCC work. Triage Tag day: planning team has met twice now including today. February 1, March 1, and April 1 are the days scheduled to track all patients for a 24-hour period. The HCC has received notice from DOH that this exercise is not an acceptable use of the WaTRAC system to input real patients due to confidentiality issues. The issues will have to be resolved with the Attorney General and the Triage Tag exercise will have to be postponed until then; however, planning meetings will continue to be held. Travis requested a letter from the Council to the DOH supporting the value of this exercise. He said the same tracking system is used in other states and some of those state have also held this type of exercise.
Action: It was M/S/P to have the Council Chair write a letter to DOH, Preparedness Division, supporting the value of the exercise.
- Curriculum & PM Advisory Committee/INHS Training: Michelle Ensminger
The advisory committee met in November and, based on feedback from the committee, will be looking at ways to schedule for more students. There will also be a new platform for EMT and PM classes.
- FAFB: Jason Satcher – no report.
- QI Committee: Dr. Nania
 - Dr. Nania said he is working on a formal ACS report on 2017 data to present at the January Council meeting. Dr. Nania thanked EMS agencies and the hospitals for their great participation.
 - Due to light agenda and citywide pit crew CPR training tying up many of the agency QI Committee representatives, there will be no QI meeting today.

ANNOUNCEMENTS/OTHER BUSINESS:

- Mike Lopez said there is multi-agency pit crew CPR training this week involving Spokane and Stevens County. AMR and DPA are also involved this year. Mike noted that it is very difficult to get this coordinated and thanked Ray Moeckel, SVFD, for organizing the training. It is hoped that more agencies can be added for the training next December.
- EMS Live@Nite December classes:
Dec. 11, 2018 – CPR/AED “Get on the Roof”
Dec. 27, 2018 – Critical Trauma Assessment

MEETING ADJOURNED.