

**SW REGION EMS and TRAUMA CARE COUNCIL
MEETING MINUTES
November 1, 2023; 2pm
Zoom Online Meeting**

Position #	BOARD OF DIRECTORS	VOTING MEMBERS	ALTERNATE MEMBERS	July 12 2023	Sept 6 2023	Nov 1 2023	Jan 3 2024	Mar 6 2024	May 1 2024
Prehospital Reps 6									
SW 11	Cowlitz	<i>Eric Koreis, Chair</i>		P	P	P			
SW12/A	Clark	<i>Jeff Bissett, Treasurer</i>	Ben Peeler	P/A	P/P	P/A			
SW 13/A	Klickitat	Nicole Vincent	Juliana Ontiveros	P/A	A/A	P/A			
SW 14	Skamania	Ann Lueders	Colin Hozack	A/A	P/A	A/A			
SW 15	S. Pacific	Brad Weatherby		P	A	A			
SW 16	Wahkiakum								
Injury Prevention Rep 1									
SW 17	At-Large								
Hospital Reps 6									
SW26/A	Peace Health SW	Tracy Timmons	Karly Shriver	P/A	A/A	A/A			
SW 27	Legacy Salmon Creek								
SW 28	Peace Health St John		Bill Rolison	A	A	A			
SW 29	Ocean Beach	Marianne Baker		A	P	P			
SW 30	Klickitat Valley								
SW 31	Skyline								
MPD Reps 2									
SW 46/A	Urban	<i>Lynn Wittwer, MD Vice Chair</i>	Marc Muhr	P/A	P/A	P/P			
SW 47	Rural	Greg Hoskins, MD		A	P	P			
Local Elected Official Reps 2									
SW 55	Urban	Jon Olson		P	P	P			
SW 56	Rural								
Local Government Rep 1									
SW 60	At-Large								
Law Enforcement Rep 1									
SW 65	At-Large								
Consumers Rep 1									
SW 70	At-Large	<i>Denise Haun-Taylor Secretary</i>		P	A	P			
Emergency Communications/911 PSAP 1									
SW 75	At-Large								
Air Medical 1									
SW 85	At-Large								
Emergency Management 1									
	At Large	Belinda Walker		A	A	A			
Staff & Guests									
	April Borbon	Executive Director		P	P	P			
	Hailey Thacker	DOH		P	P				
	Marisa Hutcheson	Reg 4 Public Health		P	A	P			
	Rocco Roncorati	AMR		P	A				
	Scott Williams	DOH		P	P	P			
	Jackie Gadbois	Clark County		P	P				
	Robb Milano	Vancouver Fire		P	P	P			
	Marc Kranz	MPD		P	A				
	Shaun Ford	CCFD			P	P			
	Adiba Ali	CCPH			P				
	Shannon Hoskins	CCPH			P				
	Rachel Vinson	CCPH			P				
	Nicole Adams	CCPH			P				
	Jean Campbell	CCPH			P				

	David Hudson	CCPH			P				
	Dawn Felt	DOH			P	P			
	Adam Rovang	DOH			P				
	Catie Holstein	DOH				P			
	Chief Boggs					P			
	Jeff Sinanian	DOH				P			
	Joey Rodriquez	Medix				P			
	Don XX					P			

CALL TO ORDER – Chairman Eric Koreis called the meeting to order at 2:04pm. Roll was called via the web login.

1. Approval of September 6, 2023 meeting minutes and today’s agenda*

Action: Jon Olson moved to approve the September 6, 2023 meeting minutes and today’s agenda as presented. Dr Lynn Wittwer seconded the motion. The motion was unanimously approved.

2. Financial Report

A. Approval of Financial Reports (August 2023-September 2023)

Prior to the meeting all Region Council members received a financial packet including the Statement of Assets, Liabilities and Equities BARS Cash Basis, and General Ledger Detail Report for review which was prepared by the Plymale-Gillespie CPA office. There were no questions or concerns about the financial reports by the group.

General Ledger Detail Summary Report	August 2023	September 2023		
Checking				
Beginning Balance	\$105,698.70	\$101,450.91		
Debits	\$12,741.08	\$38,221.07		
Credits	\$16,988.87	\$2,291.63		
Ending Balance	\$101,450.91	\$137,380.35		
Investment CD				
Beginning Balance	\$160,935.60	\$161,072.29		
Debits	\$136.69	\$136.80		
Credits				
Ending Balance	\$161,072.29	\$161,209.09		

Action: Denise Haun-Taylor moved to approve the August 2023 and September 2023 financial statements and included transactions as presented. Dr Wittwer seconded the motion. The motion was unanimously approved.

3. Region System Plan Implementation & DOH Contract

A. FY23-25 Region System Plan Update

April reported that the region is continuing to work on the region plan work; the project for this month is ensuring protocols and COPs are up to date.

B. FY23-24 SW Region Training and IVP Grant Update

April reported that the counties are spending some of their grant funds; an updated grant spending sheet was included in the meeting packet. She encouraged the counties to spend down their grant funds as quickly as possible so there will be no rollover at the end of the fiscal year.

4. Old Business:

A. Budget Approval*

An updated budget was included in the meeting packet; this updated budget includes accurate line items for April’s salary and retirement. The budget still shows that we may end up under budget at the end of the fiscal year. When we get closer to the end of the fiscal year we will determine what to do with any leftover funds.

Dr Lynn Wittwer moved to approve the updated FY23-24 budget. Jon Olsoon seconded the motion. The motion was unanimously approved.

B. Council Roster Update

A copy of the updated council roster was included in the meeting packet. There are many spots that still need to be filled on the roster so members were encouraged to send the included council member application to people who might want to fill these vacant spots.

5. New Business

A. Updated Office Policies Approval*

A copy of the updated office policies was included in the meeting packet. Dr Wittwer noted that most of the changes pertained to clean up of old policies like removing things about having an actual office.

Jon Olson moved to approve the updated office policies as presented. Denise Haun-Taylor seconded the motion. The motion was unanimously approved.

B. Approval of Medix Application for ALS AMB*

Medix Ambulance has applied to the state to become an ALS AMB service in Cowlitz County. A copy of the application as well as the SW Region min/max number list was included in the meeting packet. Cowlitz County has one more ALS AMB min/max number left so this application fits within the county's min/max numbers. The application was approved by the Cowlitz County EMS Council at their meeting earlier today and there were no issues noted with this request.

Jon Olson moved to approve the Medix Ambulance application as presented. Dr Wittwer seconded the motion. The motion was unanimously approved.

C. 2024 Meeting Schedule

The 2024 meeting schedule was included at the bottom of the agenda; the dates follow our regular schedule of holding our meetings on the first Wednesday of odd months at 2pm.

D. PeaceHealth Strike Impact Discussion

The PeaceHealth strike was resolved last Friday. Most agencies reported minimal disruption from the strike, however Marianne reported that Ocean Beach hospital could not transfer some patients and another person commented that Peace Health could not accept stroke intervention patients during the strike. Eric added that PeaceHealth was proactive in notifying the council prior to the strike but there was no notification when the strike ended.

E. Annual SOS Report and SAO Report Submitted

April reported that the annual report to the Secretary of State has been submitted as was the annual report to the State Auditor's Office which was completed by Mike Plymale's office. There were no outstanding issues with these submissions.

F. Denise Haun-Taylor Stepping Down/Appointment of New Secretary*

Denise Haun-Taylor has submitted her resignation to the council, effective at the end of December. She has been one of the longest serving members of the council and will be greatly missed. Eric thanked Denise for all of her hard work for the council over the past several years. Denise added that being on the council is a great way to work with both EMS and the state on patient care issues. Eric asked than anyone who would like to be appointed to finish out Denise's term as secretary contact him; he will make the appointment to fill her position at the January meeting.

G. Clark MPD Transition Process

Dr Wittwer reported that he will also be stepping down from his position as MPD for Clark County, and as Vice Chair for the Council, at the end of the year. The Clark County EMS council went through the MPD hiring process and has hired Dr Marlow Macht as the new MPD for Clark County, effective at the beginning of the year. Dr Wittwer has been the MPD since 1981 and his knowledge and longevity on the council will be greatly missed. There was discussion about a retirement party for him; details will be provided to the council members if a party is arranged.

H. Protocols, COPs, and PCPs (Catie Holstein)

Catie gave a presentation on protocols, County Operating Procedures, and Patient Care Procedures. These documents have their basis in law in both RCW and WAC. The DOH Office of EMS works with stakeholders and a variety of TACs, including the Steering Committee, on rulemaking, developing standards, supporting MPDs, regional planning, and supporting policy and rulemaking. They help create RCWs and WACs, create interpretive guidance, and write policy statements. They also set minimum standards for EMS patient care protocols and procedures. MPD policies for each county are required but COPs are not required. Regional Patient Care Procedures are required and they are included in each region's trauma plan. Patient Care Procedures do not relate to direct patient care but they do provide guidelines for the level of personnel to be dispatched to a scene, procedures for patient triage, level and type of facility that can receive patients, and inter-facility transport considerations. PCPs also outline rendezvous guidelines, patient surge within the region, activation of the trauma system, and transport to alternative destinations. COPs are operational guidelines adopted by the county MPD and county EMS Council. This document provides county-level guidance on operational direction, coordination of patient care, and patient transport. MPD plans provide guidance on QA/QI plans, onboarding new providers, controlled substance policies, etc. PCPs provide an operational framework, developed by regional councils, of broad overarching operational guidelines. Cops provide an operational procedure process, developed by MPDs and county EMS councils, for specific county-level operational guidance. MPD protocols provide clinical processes and procedures, developed by MPDs, for off-line medical direction for the medical care of patients. MPD policies provide an administrative framework, process and procedure, developed by MPDs, for administrative activities such as controlled substance plans.

I. WEMSYS Report (Jeff Sinanian)

Jeff reported that mandatory WEMSYS reporting will begin in January; rules for this will be released soon. His office has been reaching out to agencies that have not been reporting to get them onboard with this process. WEMSYS reporting will soon move to version 3.5. Any agencies that are having issues with WEMSYS reporting should reach out to Jeff.

6. Preparedness Report: Marisa Hutcheson reported that their Healthcare Alliance meeting on December 4 will focus on winter weather planning. They are also working on developing response plans. There will be a national healthcare coalition conference in Las Vegas at the end of November. TriMet will hold an exercise on November 5 which will include chempac practice. They are working with the DOH on grant funds to support hospital preparedness.

7. DOH Report

Scott Williams reported that the EMS rulemaking was completed and submitted; public comment should happen soon. The new Trauma Triage Tool was completed and sent out to all agencies; webinars on the new tool will be held soon with more information to come on this. Catie and Jason worked on a report on balanced billing which was submitted to the legislature. Guidance for EMS and Naloxone was completed and is available on the DOH website. Guidance was also completed on Hospital Pharmacy Provision of Drugs to Ambulances which is also on the DOH website. They are currently working on guidance for use of expired drugs, alternatives for medication shortages, and EMS use of controlled substances. The open application period for the 2024 trauma designation cycle began in September for the East and South Central regions. The WEMSYS team is working on WEMSYS rules which are in process; public comment on the new rules should happen soon. Data submission to WEMSYS is being updated to version 3.5. WEMSYS reporting will become mandatory in early 2024. EMS data is now being added to the state's overdose dashboard.

8. County Council Reports

A. Clark County: Their council did not meet this month.

B. Cowlitz County: Their council met this morning; they approved their budget and the Medix application.

C. Klickitat County: No report.

D. Skamania County: No report.

E. South Pacific County: Their council will meet tomorrow. They recently had an MCI drill. They are updating their bylaws and MCI plan.

F. Wahkiakum County: They approved their budget at their last meeting. They are working on their OTEP.

9. Good Of the Order/Public Comment: None

10. Adjourn: Meeting was adjourned by consensus at 3:21pm.

11. Upcoming SW Region Council meetings (2 pm via Zoom): January 3, 2024; March 6, 2024; May 1, 2024, July 3, 2024, September 4, 2024, November 6, 2024