

**SW REGION EMS and TRAUMA CARE COUNCIL  
MEETING MINUTES  
March 6, 2024; 2pm  
Zoom Online Meeting**

Position #	BOARD OF DIRECTORS	VOTING MEMBERS	ALTERNATE MEMBERS	July 12 2023	Sept 6 2023	Nov 1 2023	Jan 10 2024	Mar 6 2024	May 1 2024
<b>Prehospital Reps 6</b>									
SW 11	Cowlitz	<i>Eric Koreis, Chair</i>		P	P	P	P	P	
SW12/A	Clark	<i>Jeff Bissett, Treasurer</i>	Ben Peeler	P/A	P/P	P/A	P/P	P	
SW 13/A	Klickitat	Nicole Vincent	Juliana Ontiveros	P/A	A/A	P/A	A/A	A/A	
SW 14	Skamania	Ann Lueders		A	P	A	A	A	
SW 15	S. Pacific	Brad Weatherby		P	A	A	A	P	
SW 16	Wahkiakum								
<b>Injury Prevention Rep 1</b>									
SW 17	At-Large								
<b>Hospital Reps 6</b>									
SW26/A	Peace Health SW	Tracy Timmons	Danielle Huddleston	P/A	A/A	A/A	A/A	A/A	
SW 27	Legacy Salmon Creek								
SW 28	Peace Health St John								
SW 29	Ocean Beach	Marianne Baker		A	P	P	A	P	
SW 30	Klickitat Valley	Rhonda Cook						A	
SW 31	Skyline	Keri Kelly							
<b>MPD Reps 2</b>									
SW 46/A	Urban	Marlow Macht, MD	Marc Muhr	/A	/A	/P		P/P	
SW 47	Rural	Greg Hoskins, MD		A	P	P	A	P	
<b>Local Elected Official Reps 2</b>									
SW 55	Urban	Jon Olson		P	P	P	P	P	
SW 56	Rural								
<b>Local Government Rep 1</b>									
SW 60	At-Large								
<b>Law Enforcement Rep 1</b>									
SW 65	At-Large								
<b>Consumers Rep 1</b>									
SW 70	At-Large								
<b>Emergency Communications/911 PSAP 1</b>									
SW 75	At-Large								
<b>Air Medical 1</b>									
SW 85	At-Large								
<b>Emergency Management 1</b>									
	At Large								
<b>Staff &amp; Guests</b>									
	April Borbon	Executive Director		P	P	P	P	P	
	Hailey Thacker	DOH		P	P				
	Marisa Hutcheson	Reg 4 Public Health		P	A	P	P	P	
	Rocco Roncorati	AMR		P	A		P		
	Scott Williams	DOH		P	P	P	P	P	
	Jackie Gadbois	Clark County		P	P			P	
	Robb Milano	Vancouver Fire		P	P	P	P		
	Marc Kranz	MPD		P	A			P	
	Shaun Ford	CCFD			P	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	P	P	
	Joey Rodriquez	Medix				P			
	Don Thomas					P		P	
	Sarah Hancock	High Prairie Fire					P	P	
	Branden McNew						P		
	Sam Brown						P		
	Bill Rolison						P		
	Marlow Macht							P	
	Lindsey Anderson							P	
	Dustin							P	
	Dr Lynn Wittwer	MPD		P	P	P	P		
	Denise Haun-Taylor			P	A	P	P		

CALL TO ORDER – Chairman Eric Koreis called the meeting to order at 2:02pm. Roll was called via the web login.

1. Approval of January 10, 2024 meeting minutes and today’s agenda\*

Action: Jeff Bissett moved to approve the January 10, 2024 meeting minutes and today’s agenda as presented. Marc Muhr seconded the motion. The motion was unanimously approved.

2. Financial Report

A. Approval of Financial Reports (December 2023-January 2024)

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.

General Ledger Detail Summary Report	December 2023	January 2024		
<b>Checking</b>				
Beginning Balance	\$145,999.64	\$155,376.98		
Debits	\$25,481.32	\$12,741.36		
Credits	\$16,103.98	\$11,094.79		
Ending Balance	\$155,376.98	\$157,023.55		
<b>Investment CD</b>				
Beginning Balance	\$160,002.86	\$160,645.94		
Debits	\$643.08	\$665.48		
Credits	\$0	\$0		
Ending Balance	\$160,645.94	\$161,311.42		

Action: Marc Muhr moved to approve the December 2023 and January 2024 financial statements and included transactions as presented. Jeff Bissett 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 work plan items are being completed. We are waiting for WEMISIS rules to close out one deliverable. The deliverable for March is to do an EMS provider recruitment/retention survey which was sent out to all agencies yesterday; we have received more than a dozen responses already from both regions.

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

April reported that the training and IVP grant funds are being spent. There may be grant funds leftover for some counties so we will discuss at the May meeting whether to roll it over or reallocate it. The FY24-25 grant process will begin in May.

4. Old Business:
  - A. Appointment of New Secretary\*  
Eric appointed Brad Weatherby as the new Secretary.
  - B. Appointment of New Vice Chair\*  
Eric will determine who to appoint to this position at the next meeting.
  - C. Approval of Updated Patient Care Procedures\*  
The group reviewed the updated PCPs document and discussed changes suggested by Dr Wittwer and Duncan Cruickshank. The document will be revised with the changes suggested at today's meeting and will be approved at the next meeting. Marisa will clarify whether WaTrac users have access to the OCS system which is listed in one of the PCPs.
  - D. Council Membership Recruitment Update  
The group reviewed the council roster; there are still several positions open that need to be filled. Lindsey Andersen will be the new rep for PeaceHealth St John.
5. New Business
  - A. Proposed FY24-25 Budget Discussion  
The group reviewed the proposed FY24-25 budget which is the same as the FY23-24 budget. We are still waiting to see what the actual budget numbers will be due to the changes made between the FY22-23 and the FY23-24 budgets. If there are leftover funds at the end of this fiscal year, we will look at changing the budget to provide more grant funds to the counties. The FY24-25 budget will be revised, if needed, then approved at the next meeting.
  - B. Continuity Planning (ED Guide)  
April reported that the RAC TAC has discussed continuity planning for the Executive Directors due to several EDs leaving unexpectedly. Since this is a one-person job, it is difficult for a new employee to know what the job entails when they begin. April wrote an ED Director's guidebook which outlines all of the duties of the ED position and provided a copy of the document to the group. This handbook, along with the office policies manual and the Executive Director's important information document which is kept by the ED and the Chair, should provide enough information for a new ED to quickly get up to speed with the duties of the job.
6. Preparedness Report: Marisa Hutcheson reported that the HCA is working on a chemical terrorism tabletop exercise which will take place in late April or early May. This exercise will include counties in the SW region as well as counties in the Portland area. Agencies that want to participate should contact Marisa. They are also working on their response plan.
7. DOH Report  
Scott Williams reported that the short legislative session is almost over. They are still watching the balanced billing and MA/EMT legislation. There will be a public hearing on the EMS rules tomorrow; rollout of the new rules is expected in May or June. The new Trauma Triage Tool has been rolled out; full compliance is expected by the end of the year. Training tools for the new Trauma Triage Tool are available on the DOH website. WEMSIS rules should be completed soon. The WEMSIS system was updated to version 3.5. Scott noted that one of the WEMSIS changes will make it mandatory that any agency that has patient contact, even if they do not transport, will need to report to WEMSIS. The West Region EMS Conference will be held in Ocean Shores on May 17-19. The IVP TAC met this morning. The NW Rural Health Conference will take place in Spokane on March 25-27.
8. County Council Reports
  - A. Clark County: Jeff reported that they are looking at using PediStat pediatric protocols which can be merged with the online protocols app they currently use. A subcommittee is looking at dispatch procedures.
  - B. Cowlitz County: Eric reported that they will have an IV Tech course, EMS evaluator course, and a 40-hour EMT refresher course coming up soon. Eric is now the Chair of the Cowlitz EMS Council since Sammy Brown resigned. They added new positions to their council. They are developing a PSAP OTEP initial training program. A subcommittee

is working on PSAP dispatch. They will be using the AcidRemap online protocols app which is now being set up. They will look at adding the PediStat pediatric protocols to this.

C. Klickitat County: No report.

D. Skamania County: Dr Hoskins reported that they are transitioning from Image Trend to ESO. They had a PEAC airway course last month; he said this is a very good course to improve airway training.

E. South Pacific County: Brad reported that they are transitioning from ESO to Image Trend. They are working with the rural CQI workgroup and MPDs to develop a rural CQI process. He also recommended the PEAC airway course.

F. Wahkiakum County: No report.

9. Good Of the Order/Public Comment: No report.

10. Adjourn: Meeting was adjourned by consensus at 3:07pm.

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