

SW REGION EMS and TRAUMA CARE COUNCIL
MEETING MINUTES
September 4, 2024; 2pm
Zoom Online Meeting

Position #	BOARD OF DIRECTORS	VOTING MEMBERS	ALTERNATE MEMBERS	July 3 2024	Sept 4 2024	Nov 6 2024	Jan 8 2025	Mar 5 2025	May 7 2025
	Prehospital Reps 6								
SW 11/A	Clark	Ben Peeler	Shaun Ford	A/P	P/P				
SW 12/A	Cowlitz	<i>Eric Koreis, Chair</i>		P	P				
SW 13/A	Klickitat	Sarah Hancock	Juliana Ontiveros	A/A	P/A				
SW 14/A	Skamania	Ann Lueders		A	A				
SW 15/A	S. Pacific	<i>Brad Weatherby, Secretary</i>	Jeff Archer	A	P/A				
SW 16/A	Wahkiakum								
	Injury Prevention Rep 1								
SW 17	At-Large								
	Hospital Reps 6								
SW26/A	Peace Health SW	Tracy Timmons	Danielle Huddleston	A/P	A/P				
SW 27	Legacy Salmon Creek	Amy Doepkin		A	A				
SW 28	Peace Health St John	Lindsey Anderson		P	A				
SW 29	Ocean Beach	Marianne Baker		A	P				
SW 30	Klickitat Valley	Joy Bjornberg		A	P				
SW 31	Skyline	Amelia Buettner		A	P				
	MPD Reps 2								
SW 46/A	Urban	Marlow Macht, MD	Marc Muhr	P/A	P/P				
SW 47	Rural	Greg Hoskins, MD		P	P				
	Local Elected Official Reps 2								
SW 55	Urban	<i>Jon Olson, Vice Chair</i>		P	A				
SW 56	Rural	Dan Bigelow			P				
	Local Government Rep 1								
SW 60	At-Large								
	Law Enforcement Rep 1								
SW 65	At-Large	Brandon McNew		A	A				
	Consumers Rep 1								
SW 70	At-Large	<i>Jeff Bissett, Treasurer</i>		P	Ex				
	Emergency Communications/911 PSAP 1								
SW 75	At-Large								
	Air Medical 1								
SW 85	At-Large	Blaine Myers		A	P				
	Emergency Management 1								
	At Large	Belinda Walker	Marissa Hutcheson	A/P	P/P				
	Staff & Guests								
	April Borbon	Executive Director		P	P				
	Rocco Roncorati	AMR		P					
	Scott Williams	DOH		P	P				
	Jackie Gadbois	Clark County		P					
	Robb Milano	Vancouver Fire		P					
	Jeff Sinanian	DOH		P	P				
	Jason Jenson			P					
	Mariah Conduff	DOH		P	P				
	Niles Kostick	WA SAO			P				
	A Boggs				P				
	Daniel Mann	WA SAO			P				
	Dennis Schafer				P				

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CALL TO ORDER – Chairman Eric Koreis called the meeting to order at 2:00pm. Roll was called via the web login.

1. Approval of July 3, 2024 meeting minutes and today’s agenda*

Action: Dr Marlow Macht moved to approve the July 3, 2024 meeting minutes and today’s agenda as presented. Brad Weatherby seconded the motion. The motion was unanimously approved.

2. Financial Report

A. Approval of Financial Reports (June 2024-July 2024)

Prior to the meeting all Region Council members received a financial packet including the statement of assets, liabilities and equities BARS Cash Basis, aged payables (all vouchers that were paid), and the general ledger detail report for review which was prepared by the Plymale-Gillespie CPA office.

General Ledger Detail Summary Report	June 2024	July 2024		
Checking				
Beginning Balance	\$130,645.99	\$116,773.95		
Debits	\$1.31	\$38,721.44		
Credits	\$13,873.35	\$14,440.23		
Ending Balance	\$116,773.95	\$141,055.16		
Investment CD				
Beginning Balance	\$163,935.10	\$164,614.09		
Debits	\$678.99	\$659.81		
Credits	\$0	\$0		
Ending Balance	\$164,614.09	\$165,273.90		

Action: Marianne Baker moved to approve the June 2024 and July 2024 financial statements and included transactions as presented. Dan Bigelow 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. There are a couple of deliverables we are working on which will be discussed under new business.

B. FY24-25 SW Region Training and IVP Grant Update

April reported that the counties are spending their training and IVP grant funds. Each month, an updated grant spending sheet is sent to the chair of each council so they can see what items have been paid out each month.

4. Old Business:

A. Council Membership Recruitment

The group reviewed the council membership roster which was included in the meeting packet. The DOH has recently approved several council membership applications which were updated on the roster. There are still a couple of vacant spots on the roster which we would like to fill.

B. Reallocation of FY2023-2024 Overage Funds

This topic has been tabled until we receive the bills for the recent audit from the state.

C. PCPs Approval Update

Scott said the region’s PCPs document which was submitted to the DOH on August 1st should be approved soon. The DOH has provided a new format for the Trauma Triage Tool PCP which we will need to add to our

PCP document when it is approved. This new PCP will need to be edited and then resubmitted to the DOH for approval.

5. New Business

A. Presentation: Cyber Security (Niles Kostick and Dan Mann)

Niles Kostick and Dan Mann from the WA SAO office gave a presentation on the Cyber Checkup program offered by the State Auditor's Office. The program is free to all agencies in the state and is applicable to agencies of all sizes. The cyber checkup assesses an agency's vulnerability to common cybersecurity threats. They can also provide trainings and tools to staff on how to improve internal controls, compliance, and minimize the risk of cyberattacks, data breaches, and financial loss. The checkup is a 20 point inspection that diagnoses gaps and vulnerabilities. The checkup is very quick, requires no knowledge of IT, and results in an executive summary that outlines how agencies can improve their cyber/financial security. For more information on this program go to <https://sao.wa.gov/improving-government/becybersmart>

B. Election of Officers*

The council elects officers at its September meeting of even years.

Action: Dan Bigelow moved to reelect the current slate of officers (Eric Koreis, Chair; Jon Olson, Vice Chair; Jeff Bissett, Treasurer; Brad Weatherby, Secretary). Ben Peeler seconded the motion. The motion was unanimously approved.

C. Regional Plan Timeline/Draft Plan

The Region is now working on the FY2025-2027 Regional trauma plan; a rough draft was included in the meeting packet for review. Any comments/corrections/changes should be sent to April either in an email or with track changes to the document. We will review the updated draft at the November meeting, make any final changes after the meeting, approve the final draft at the January meeting, submit the plan for DOH edits in January, make any final edits when editor comments are received, approve the final plan at our March meeting, then submit the plan for official approval at the May Steering Committee meeting.

D. Regional Trauma Services Assessment

The Region has been tasked by the DOH to work with the region's QI Committee on a Trauma Services Assessment. The timeline for this has been pushed back a few months so the work for this will be done later this year. More guidance from the DOH on this assessment should be received soon. An update on the trauma services assessment from the DOH was included in the meeting packet.

E. FY2023-2024 Grant Outcomes

One of our deliverables, after the FY2023-2024 grant period, was to compile a list of how the grant funds were used. This document was included in the meeting packet and will be submitted to the DOH.

F. Unserved/Underserved Areas Report

One of our deliverables for this month is to do an unserved/underserved area survey for the counties in the region. All of the counties responded to the survey and the document with their answers was included in the meeting packet. This document will be submitted to the DOH this month.

G. SEI/Training Program Survey Report

Another of our deliverables was to survey each county in the region about SEI/training program challenges and issues. The survey was sent to each county council chair and the survey results will be compiled when they are received. This document will be presented at our November council meeting and will be sent to the DOH when completed.

6. Preparedness Report: Marisa reported that they will send out a survey to Healthcare Alliance participants on the sustainability of their work; please complete the survey when you receive it. They are updating the Healthcare Alliance charter. They are working on high heat and wildfire issues this season. She told that group that Portland Providence may go on strike late fall/early winter and this may impact transports from our region.

7. SW Region QI Committee Report: April reported that the QI Committee met this morning. They had a presentation on leading causes of unintentional injury deaths. Dr Macht gave a case review and also gave a presentation on the use of lights and sirens; it is generally safer to *not* use lights and sirens in the vast majority of patient transports.
8. DOH Report
Scott Williams reported that there has been an excessive heat warning issued for Clark, Cowlitz, and Skamania counties. He added that the EMS and WEMSIS rules have been rolled out and will go into effect on September 30. The DOH is currently holding webinars on the rules changes that are very useful; they explain each rule change, how the rules have been streamlined, and answer questions from attendees. The schedule for the webinars is on the DOH website. The DOH is working with the regions on the development of the next trauma plan. WEMSIS staff is working on integrating the new NERIS platform.
9. County Council Reports
 - A. Clark County: Their council did not meet last month.
 - B. Cowlitz County: Eric reported that they have several classes coming up; check the region's website for links to these classes. They have a new 911 director.
 - C. Klickitat County: Sarah reported that they are working on developing more instructors as they currently do not have many instructors in the county.
 - D. Skamania County: Dr Hoskins reported that they have been doing a lot of training on ropes, extrication, and swift water rescue. The training paid off this summer when their crews were able to make a save using these skills.
 - E. South Pacific County: Brad reported that they will have an EMT class in January. Their PHTLS class is finished. They are working on their rural CQI project with John Nokes from the DOH.
 - F. Wahkiakum County: No report.
10. Good Of the Order/Public Comment: Shaun Ford reported that he was the Pre Hospital TAC rep for the region however he has stepped down from this position. If anyone is interested in taking this position, please contact Eric or April.
11. Adjourn: Meeting was adjourned by consensus at 3:11pm.
12. Upcoming SW Region Council meetings (2 pm via Zoom): November 6, 2024