



Minutes
Kitsap County EMS and TCC
Board of Directors Meeting
March 12, 2024 9:00 AM – 10:30 AM
Zoom

I. ADMINISTRATIVE ITEMS

A. Call to Order at 9:02 am

Chair Jeff Faucet verified a quorum was present on the video call.

B. Additions or Deletions to the Agenda

- ESO Parent Account-II-C

C. Announcements

None

II. CONSENT ITEMS

A. Minutes of BOD Meeting: January 9, 2024

MOTION by Chief Lagrandeur to approve last month's revised minutes, as presented. **SECONDED** by Chief Gillard. A motion was **PASSED** unanimously by all members present.

B. Financial Update-

Chair Jeff Faucett reported the amounts in the checking and savings accounts.

Checking \$ 52,210.74

Savings \$ 295,807.91

C. MPD Report

Dr. Hoffman reported he attended the TCC lab final and the National Registry for Pierce College. He attended the protocol meeting for Kitsap County, attended the NW region Executive Board meetings, and had multi-participation in the DOH QI project for rural EMS. He Chaired the NW Region Council, Steering Committee on the 17th, taught Pharmacology at the Community EMT class, and attended a WEMPHIS workshop meeting for the Region. Dr. Hoffman attended the State MPD meeting and the Cadaver, lab which provided training for 120 students in two days. He mentored an EMT pre-med student from Bainbridge Island, attended a QI meeting in February, an Academy EMT final in March, and Base Station last week with 50 paramedics in attendance. Finally, he will attend the first Region protocol meeting today with all the Counties involved.

Dr. Hoffman spoke about the ESO oversight panel being a very important tool. He reported that in his 5 years as the MPD, he hasn't had consistent access to ESO. He reported early on as MPD, he logged in and was able to access ESO. He stated that the system went to a VPN which wasn't consistent as well. Dr. Hoffman spoke about how he does receive reports, it's asking for the provider to send him a report or having David Bailey run diagnostics for the QI meetings. Due to the recent switch to PureVPN and having payment issues, he's lost all access to ESO and the parent account.

Chief Faucett asked the group about who is the lead on ESO. Discussion continued and ended with Chief Gillard offering to have Chris Rahl get in contact with Dr. Hoffman to see what he can do.

D. Monthly Staff Report

Tamarah reported with the end of the year training, 14 EMTs and 3 Paramedics moved to CME. She reported that SKFR put her in contact with their HR, where she did a workflow with their HR on who is on LOA, any retirements, or leave due to injury. Doing this will decrease the number of personal letters she has to send



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out and when to inactivate or activate a provider. She then can send the provider the proper letter discussing a plan when they return. Tamarah has asked that all the Chiefs consider this module that SKFR established and decide if this would work with their department. Please have your HR department reach out to her if interested. Lastly, Tamarah reported on the 3 EMT classes that have been completed. She mentioned the CBD Academy, the Cadaver lab, IV tech class, and onboarding.

Danielle reported that one Council-dues payment, one bridge course payment, and five Cadaver lab payments are overdue. All agencies have been sent reminders. Danielle also reported that in the last two months she has finished the student data forms for all students and providers that have taken the EMT course and other training classes. She reported that all taxes have been filed for the quarter. She's starting to prepare a file for the end-of-the-year taxes. She made the Board aware of the mutual fund account with Ameriprise. The balance as of yesterday was +/- \$60,000. She reported that we need to update our signers on the account.

III. OLD BUSINESS

A. Strategic Final Plan

Chief Faucet reported that in January's BOD meeting, the strategic final plan was tabled. Chief Faucett has asked the group to review the plan again and would like to adopt the plan in the April BOD meeting.

IV. DISCUSSION / ACTION ITEMS

A. KCEMS Office Mail and Furniture

Chief Faucett reported that the EMS office has moved many times in the past years. Because of CKFR's growth, they have asked for the office space back at Station 56. Because Danielle and Tamarah both work from home, Danielle has started the process of cleaning out that office. The group discussed the furniture and CKFR proposed buying the furniture from KCEMS. Chief Faucett has asked Danielle to send him and Chief Christian the receipts and the inventory of the office furniture.

The Group discussed the mail for KCEMS. The address is currently delivered to the CKFR admin office in Silverdale. This mailbox has been a CKFR for over 8 years. Chief Faucett has asked the group to approve getting a PO Box closer to where Danielle lives-Grays Harbor, so she doesn't have to drive to Kitsap twice a month. She has offered to drive to Kitsap to pick up the mail if need be. Danielle reported that she has checked into PO Boxes in Bremerton, Aberdeen, Silverdale, and Montesano. After looking at all the quotes, Montesano was the most reasonable of all the other choices by \$200. Danielle has been given the go-ahead to secure a box in Montesano and will begin the process of changing KCEMS' address.

B. Physician Delegate Series/Brown Bag Compensation

Dr. Hoffman reported on the BLS education and the 4 base stations. Our Physician Delegates do a podcast. The goal is 8 episodes a year which goes along with the ALS OTEP curriculum. They pick a topic, do the research, and put together a 50–60-minute podcast. The podcast is hosted through Buzz Sprout and is uploaded to Apple Music and Spotify. Since 2023, there have been 4600 downloads with 8 podcasts a year. Even though Dr. Brenner is a media guy, it still takes time to put a podcast together. Dr. Brenner contacted Dr. Hoffman about the possibility of getting some compensation for the time he puts into the podcast. He has purchased a couple



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of subscriptions on his own for editing the podcast before uploading it. Dr. Brenner has asked if he could be compensated \$500-\$750 per podcast. Dr. Hoffman spoke about how these podcasts are having an impact on education. Not only does Dr. Brenner do the podcasts, but he also records all of his Brownbag Delegate Series and makes those available to members of the departments that he works with. He offered to allow other Paramedics who may need my choice hours to use the same equipment for those providers outside his departments.

Chief Faucett asked the question about money being made from these podcasts and if Dr. Brenner specifically makes money from them. The conversation continued, looking into exactly what the Physician Delegate does and being open to a conversation with Dr. Brenner.

V. AGENCY UPDATES

A. SMMC

Lori Danko reported on the ED numbers and the new tower.

B. Life Flight

Lora reported no new updates but did mention that if anyone needs any follow-up on any calls/transport, please contact her. She mentioned on May 17-19, the West Region EMS Conference is taking place in Ocean Shores, and registration is open.

Training link [click here](#).

C. Airlift

Steve Lemay reported no new updates.

D. Kitsap Health District

Brain Nielson reported In Kitsap County and across WA state we are seeing a slight dip in the number of COVID-19 cases, as well as the number of RSV cases.

There is a very small number of measles cases within Washington, none yet in Kitsap. Clark and Spokane counties have had the newest cases.

The Johns Hopkins report on the status of Healthcare access within Kitsap County has been released and is available at the following:

https://kitsappublichealth.org/information/files/JHU_Report_Healthcare_System_Challenges_and_Opportunities.pdf

E. KCSO

Jeff Menge reported that the TEMS ILA is now coursing through their contract approval process.

F. K911

None

G. Olympic Ambulance



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Joey reported on the material waste inspection passing. He mentioned that 4 rigs have been wrapped, and 2 will be for Kitsap.

H. Fire Agencies

PFD - Chief Gillard reported on the CARES program and the potential for additional funding for the St. Michael

VI. GOOD OF THE ORDER

Attendees:

Chief Jeff Faucett-Chair/SKFR
Chief Jason Christian-CKFR
Chief Jim Gillard-PFD
Chief Rick Lagrandeur-NKFR
Danielle Mackelwich-KCEMS
Steve Lemay-air
Joey Rodrigues-Olympic Ambulance
Lori Danko-St. Michael
Guy Earle-KCPH
Lora York-LifeFlight
Jeff Menge-KCSO
Chief Jared Moravec-BIFD
Maria Jameson Owens-Kitsap 911
Chad Melton-St. Michael
Danielle Mackelwich-KCEMS
Tamarah Hoffman-KCEMS
Dr. Hoffman-MPD
Brian Nielson-KCHD

VII. ADJOURNED 9:50 am

The next meeting will be held on April 9, 2024.