



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

I. ADMINISTRATIVE ITEMS

A. Call to Order at 9:02 am

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

B. Additions or Deletions to the Agenda

None

C. Announcements

None

II. CONSENT ITEMS

A. Minutes of BOD Meeting: January 9, 2024

MOTION by Chief Moravec to approve last month's revised minutes, as presented. **SECONDED** by Chief LaGrandeur. The 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 participated in the Tacoma Community Colleges' Paramedic Cadaver Lab, chaired the NW Region Council attended the Regional Advisory and Steering Community Meetings. On March 30, the EMT class had their final with all students passing. Dr. Hoffman will be attending the Protocol meeting this afternoon. He's continuing to work on the Kitsap BLS OTEP and lining up presenters for the Base station meeting on June 6th,

D. Monthly Staff Report

Tamarah reported on the 12-Lead class starting April 10th and 11th. Lately, she's been focusing her time on 155 renewal applications. She spoke about changing some certification requirements for SKFR and NKFR to make it easier for them to recertify. She and Dr. Hoffman are working on a POLST module that will meet the new WAC requirement and a stop-the-bleed module for the Providers for the next quarter. She reported that 21 EMT students graduated on March 30th, plus, she finished wrapping up the Academy EMT Class. She mentioned that Nationals have been finished for those renewing, and 10 EMTs are now working on their Nationals.

Danielle reported that all bills have been paid, with four Cadaver Lab invoices outstanding. She reported the error with the Post Office and how CKFR's mail is being forwarded to the new PO Box of KCEMS. She's working with the new Accountant at Parker and Cena on the end-of-the-year taxes, as well as filing L&I taxes. She billed for the 12-Lead, Evaluator, and IV Tech courses. Finally, she's been contacting all customers and vendors about the new address for KCEMS.



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III. OLD BUSINESS

A. Strategic Final Plan

Chief Faucet reported that in last month's BOD meeting, the strategic final plan was sent out to all Board members for a final look at the plan. A motion was made and passed.

MOTION by Chief Christian to approve the Strategic Plan, as presented. **SECONDED** by Chief Moravec. The motion was **PASSED** unanimously by all members present.

B. KCEMS Office mail and Furniture

Chief Faucett asked to remove Office mail from the agenda and reported on the KCEMS Office furniture at CKFR Station 56. Chief Christian asked Danielle to send him the inventory of the furniture including receipts from the purchase five years ago. CKFR has offered to purchase the furniture for \$1300. A motion was made:

C. Physician Delegate Series/Brown Bag Compensation-Dr. Brenner

Chief Faucett spoke at last month's meeting on compensating Dr. Brenner for the podcasts he creates. Dr. Brenner is asking for \$500 a month per podcast. The group discussed the budget, rate, need, and purpose of the podcasts. Concerns were the add-on exposures for work they may do in the future and the possible compensation they may ask for, for those projects. Dr. Hoffman reported that the delegate series is needed for education purposes. He mentioned that the topic sticks closely to the ALS OTEP schedule. These podcasts are typically one hour long. He described that when a podcast is created, Tamarah uploads the podcast to BuzzSprout which feeds out to other music applications for viewing. The group made a motion:

MOTION by Chief Moravec to approve the expense of the podcasts up to \$2500.00 to Dr. Brenner for 5 additional podcasts at \$500 a piece for the remainder of 2024, as presented. **SECONDED** by Chief LaGrandeur. The motion was **PASSED** unanimously by all members present.

IV. DISCUSSION / ACTION ITEMS

V. AGENCY UPDATES

A. SMMC

Chad Melton reported on the construction going on at the hospital. He reported some roads are blocked off with new signage for those trying to navigate around the hospital. Parking has become a challenge. He asked the group if crews were reporting any issues with drop-offs. Lori Danko reported



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on the ED numbers and the new tower. He reported on the standing ER in Bremerton and is on track for a 4th quarter opening. Scott Melzel the interim manager at St. Michael, covering for Lori, introduced himself. He has been with St. Michael for the past 6 months helping the team.

B. Life Flight

Lora reported she had 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. He did mention that he will be trying to get the encounter number for the CSN when callbacks are made with a scene response. He mentioned that the crews can connect your EMR hospital record so the crews can follow the continuity of care.

D. Kitsap Health District

Brain Nielson reported they're still watching Influenza in Kitsap County and across the state. There are a very small number of measles cases within Washington, but not in Kitsap.

E. KCSO

Jeff Menge reported that the TEMS ILA will be signed by the Commissioners on the 22nd of April. The testing procedure will occur after the signing as well as the physical and finally interviews on the 16th of May.

F. K911

None

G. Olympic Ambulance

Jack Reynolds, Director at Olympic Ambulance reported on the 911 service proposal for the City of Bremerton. They're looking to dedicate some 911 resources to the city that are out of the inner-facility pool.

H. Fire Agencies

BIFD- Chief Moravec reported that BIFD has invested in upgrading the helipad on the Island. A newly lit windsock along with replacing the lighting on the pad with green lights that can be seen with infrared. He reported on the hiring of a few lateral Paramedics as well as the promotion of David Bailey to Battalion Chief and MSO.

VI. GOOD OF THE ORDER



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Attendees:

Chief Jeff Faucett-Chair/SKFR
Chief Jason Christian-CKFR
Chief Jim Gillard-PFD
Chief Rick Lagrandeur-NKFR
Chief Jared Moravec-BIFD
Pat McGanney-BFD
Steve Lemay-Airlift
Lora York-LifeFlight
Jack Reynolds-Olympic Ambulance
Guy Earle-KCPH
Brian Nielson-KCPD
Jeff Menge-KCSO
Chad Melton-St. Michael
Scott Melzel-St. Michael
John Viglo- St. Michael
Danielle Mackelwich-KCEMS
Tamarah Hoffman-KCEMS
Dr. Hoffman-MPD

VII. ADJOURNED 9:50 am

The next meeting will be held on June 11, 2024.