

Washington County EMS Alliance



**Washington County EMS Alliance
Governing Board
Meeting Minutes
May 23, 2024**

Attendance:

Member/Delegate			Back-Up Delegate	
Present	Name	Jurisdiction	Present	Name
X	David Downey (Chair)	City of Hillsboro		Greg Espinosa
X	Jim Geering (Vice Chair)	City of Forest Grove and City of Cornelius	X	Patrick Wineman
X	Marni Kuyl	Washington County		Mjere Simantel
	Rodney Linz	Banks Fire District	X	Andrew Cooper
	Deric Weiss	Tualatin Valley Fire & Rescue	X	Steve Boughey
Affiliate Member Representative			Backup Representative	
	Randy Lauer	American Medical Response	X	Jennifer Romero
	Larry Boxman	Metro West Ambulance		Shawn Baird
X	Mark Buchholz	WCCCA		Jennifer Reese

Other Interested Parties/Staff:

Tim Case (WCEMS), Gaby Rodriguez (WCEMS), Yera Castaneda (WCEMS), Ritu Sahni (MD WCEMS), Jennifer Romero (AMR), Zach Hall (AMR), Kristin Chaffee (TVFR), Jason Jensen (AMR), Rob McDonald (AMR), Ben Sorenson (TVFR), Tia Ho (Ride Connection), Shawn Wood (MWA), Kenny Frentress (TVFR), James Smario (TVFR), Aaron Monnig (Multco EMS).

Summary of Actions and Decisions

1. Adoption of the Agenda
2. Review and approve April meeting minutes.
3. Current Issues

Department of Health and Human Services — Emergency Medical Services

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4. Workgroup Updates
5. EMS Updates
6. Good of the Order (Public Comment)

Opening Comments

Chief Downey opened the meeting at 1:00 PM and welcomed everyone.

Adoption of the Agenda

Chief Downey asked the governing board members board members for a motion to approve the agenda as is, Chief Boughey made a motion to approve, and Marni Kuyl seconded. The agenda was adopted with no changes.

Review and Approve Minutes

Chief Downey asked the board members if everyone had a chance to review the April meeting minutes and asked for a motion to approve. Marni Kuyl made a motion to approve; Chief Boughey seconded; the meeting minutes were approved with no changes.

Public Comment

Chief Downey welcomed public comment. No public comment.

Strategic Planning

- **Alliance workgroup charter discussion:**
 - **System Stewardship (New Workgroup)**
 - Financial stewardship and System Enhancement goals and objectives were just put under this workgroup, and this is the first attempt at moving forward.
 - This work is just a suggestion Chief Downey welcomes discussion or thoughts on this today.
 - Chief Boughey agrees that this is a good start and once we figure out the participants for this group it will be helpful to get a good structure to this group.
 - We will continue to do additional work on this with the understanding that this is the starting point.
 - **Resource Management (Draft Charter for Review)**
 - In one of the previous meetings, we decided that the centralized dispatch workgroup would be kept in this resource management integration workgroup and away from the system enhancement workgroup.
 - There has been nothing done with this so this is an initial draft.
 - Chief Boughey and Kristin started with this draft, and this is a very early draft with additional detail and information needed.
 - As resource utilization changes there will be updates needed to this workgroup.
 - This is not a quality improvement from a clinical improvement standpoint, there is a separate group for that.
 - Once the scope and leadership are cleaned up this charter will clearly link together with the QI and all agree that this is an operations group not a QI one.
 - **Governance Documents**

- This one is current, and it is not an active workgroup, and it hasn't been looked at since 2022 due to the heavy work with the RFP and transition.
 - Look at some clauses and it is worth a review about every 5 years when we meet with the state and adding some language that reflects this.
 - **Data – Current Charter**
 - This one is also current less than a year old.
 - Please send all the comments and changes that you would like to see on the charters to Tim and Adrienne be sure to CC chief Downey on those changes, so that Washington County is the custodian of the document, and we ensure that we work on the latest version of the document with the added changes as they come in.
- **Data Reporting Discussion:**
 - Tim Case presented on regular updates on systemwide data.
 - Looking for suggestions on what frequency or other items that this group would appreciate reporting on.
 - Previous month and year to date reports included in this report from Tim Case
 - MWA usage could this be data that can be shared here as a group.
 - Very valuable information that AMR can share with this group as this is their subcontract, Jen can make those reports available to Tim for reporting back to the group.
 - WCCCA will capture the data for fire transports that rode in.

Current Issues

- **System Enhancement Fund Request:**
 - Tim Case presented the EMS Alliance with a request to use system enhancement funds to purchase training kits for the county to use for support of the Multi-Agency Trainings (MAT) in the Fall and west end MAT in the Spring.
 - The request is for one kit to match what each agency currently has plus modules/cells to build training capacity within the county totaling approximately \$1,700.00.
 - Marni recused herself from vote.
 - Chief Downey made motion to approve the use of system enhancement funds for this ask of use of approximately \$1,700 for county to support MAT, Chief Geering seconded. Motion carries by majority vote as Marni has recused herself from vote.

EMS Alliance Workgroup Updates:

- **Dispatch data workgroup**
 - No new updates
- **Data workgroup**
 - No new updates

EMS Staff update:

- Nurse navigator meeting upcoming next week most on this call is invited to that kick-off meeting.
- Discussions with hospitals regarding outcomes and the ongoing search for healthcare data exchange between EMS systems and hospitals. There is more traction and rumor that OHSU is entering into a contract with healthcare exchange of data with EMS and it would include Hillsboro.
- Interfacility transfer issues and utilization of 9-1-1 resources is a regional system problem. Medical direction is looking at these issues and talking to hospitals about this to try to not use the resources when they are limited.
- The new Stryker monitors have been released, this is the LifePak 35, working with AMR to make the transition to those monitors as part of their bid.
- Our protocols are on an app and Jack Nuttall has been working with a group on upgrading this system so that they have drug calculations.
- Marni thanked the group during EMS week and thanked the participation that allowed us to brag about all the good work we did.
- County budget is available online for anyone to look at.

Agency Updates:

- **TVFR**
 - Chief Boughey is attending this meeting as the last in his current role. He has taken a new position in California and is currently working on getting his replacement hired.
 - Kristin is retiring at the end of June and will be unable to attend the June meeting, so she asked that if there is any documentation needed from her to please send her the request.
- **Forest Grove/Cornelius Fire**
 - Chief Geering was happy to do the reading of the proclamation.
- **Banks Fire**
 - No new updates
- **Gaston Fire**
 - No new updates
- **Hillsboro Fire**
 - No new updates
- **Medical Directors**
 - Protocol development is in progress.
- **WCCCA**
 - No new updates
- **MWA**
 - Continue to have ALS units available for surge.
- **AMR**

- They continue to be fully staffed, recently increased BLS deployment by 2 additional units.

Public Comment

Chief Downey opened the meeting up to public comment. There is no one for public comment.

Good of the Order

- Any agenda items for next meeting please send them to Adrienne, Chief Downey, Chief Geering, or Yera.

Meeting was adjourned at 2:33 pm.

Next meeting: June 27th at 1:00 p.m.- 3:00 p.m., via Zoom

Minutes compiled by Yera Castaneda