

# Washington County EMS Alliance



## Washington County EMS Alliance Governing Board Meeting Minutes January 27, 2022

### Attendance:

Member / Delegate			Back-Up Delegate	
Present	Name	Jurisdiction	Present	Name
X	David Downey (Chair)	City of Hillsboro	X	Greg Espinosa
X	Patrick Wineman (Vice Chair)	FGF&R, CFD, GFD		TBD
X	Marni Kuyl	Washington County		Mjere Simantel
X	Rodney Linz	Banks Fire District	X	Brennan Nannenga
X	Deric Weiss	Tualatin Valley Fire & Rescue	X	Steve Boughey

### Other Interested Parties/Staff:

Adrienne Donner (WCEO), Tim Case (WCEO), Jack Nuttall (WCEO), Ritu Sahni (WCEO), Gaby Rodriguez (WCEO), JD Fuiten (MWA), Shane Ryan (MWA), David Weeks (MWA), Michael Sargent (MWA), Kristin Chaffee (TVFR), Mohamud Daya (TVFR), Ben Sorenson (TVFR), Chief Geering (FGF&R, CFD, GFD), Jennifer Reese (WCCCA), Mark Buchholz (WCCCA), Sia Lindstrom, Gail Madsen, Michael Smith.

### Summary of Actions and Decisions

1. Adoption of the Agenda
2. Review and approve November's meeting minutes
3. Strategic Direction
4. Workgroup Updates
5. EMS Staff Update
6. Round Robin Updates

### Opening Comments

Chief Downey opened the meeting at 1:02 p.m. and welcomed everyone.

### Adoption of the Agenda

Chief Downey asked for approval of the agenda, Chief Weiss asked for an update about what is going on with the county. This request was added after strategic planning section. Chief Linz approved with the additional request from Chief Weiss, Chief Wineman second the motion for approval.

### **Review and Approve Minutes**

Chief Downey asked for a motion to approve or changes to November's meeting minutes. Chief Downey added that Shane Rice was spelled incorrectly, and unit 5 should be changed to rescue 5. Chief Linz made a motion for approval as amended and it was seconded by Chief Wineman.

### **Public Comment**

Chief Downey welcomed public comment.

### **Strategic Direction**

Strategic Plan – Sia Lindstrom discussed the final version of the strategic plan

 EMS Strategic Plan 2022-2024.pdf, the one page implementation matrix  EMS Strategic Plan 2022-2024 Matrix.pdf and cover letter

 EMS Strat Plan Cover Letter - January. She mentioned the matrix was meant to keep them on track and it should be updated as needed. She added that there were recommendations in the cover letter. Sia reminded them that this plan is for up until 2024 and the strategic plan should be updated every few years, the point is to keep it fresh. Chief Downey thanked Sia for her work and said the matrix would help keep them on track.

Sia Lindstrom welcomed any questions or comments. Chief Wineman asked how the steps were determined by year in the matrix? Sia said her and Chief Downey made some executive decisions in some, but others were discussed, and a path was decided on these steps. She reminded them this is a working document and can be changed. Chief Wineman then asked if there was any that she may have seen and thought this will not be done in the next 2-3 years? And if there, is he asked that she highlight them so that they can be carried on to the next strategic plan. Sia said there was a few she saw that were more abstract and needed more time, those being system enhancement and financial systems and resource management integration. Chief Downey added that there will be things that will go past 2024, there is a lot of work on the list, and they will adjust the plan as they work through it. Chief Wineman asked if this was more of a goal to implement instead of completion? Sia said absolutely and well put.

Chief Weiss asked them to add all agencies logos to the documents as only Washington county's logo was on it. The other thing that was added in the mission part is the word citizens and he recalls that they would be changing that word. Sia said that they did not touch mission so there will be language that needs to be updated still. Chief Weiss said he loves the matrix and thanked Sia for her work on this. Chief Weiss asked if there was a need to change the steps how will they go about making those changes? Chief Downey said they could make this an Agenda topic in February's meeting so they can

discuss the steps for each year and see if those need to be moved around to better suit priority.

### **EMS urgent needs in the system**

Tim Case referred back to the level zero meeting and the take aways form that meeting, one being Metro West communicating to fire agencies and the county when there is a staff shortage. Metro West has been reporting to the county and fire agencies when they have a shortage. They are still working on a plan for those instances. Metro West has looked at their training program and senior medics positions. They have come up with a new program called field training supervisor, this program allows trainees to move toward the senior paramedic position sooner. The field training supervisor is a medical supervisor on scene when junior paramedics take critical calls.

Chief Weiss said he was not aware of this addition and asked what the folks out in the field can look out for, he wondered if this is a separate vehicle? Tim mentioned that a clinical notification had been sent out with this new update. Tim also added that the field training supervisor program will be conducted out of a regular ambulance. David Week added that the field training supervisor will be on their own, no partner. The FTS is tasked with responding in tandem on higher acuity calls likely to need critical intervention. If the FTS commits to the transport, they will replace the EMT partner and agencies' assistance during transport may still be requested as usual. They will also see FTSs' arrive on scene of lower acuity calls to offer support and feedback as needed. These cases will be reviewed, and they are closely monitored.

David also touched on the EM and OHA request they submitted for staffing assistance, they requested 9 Oregon certified paramedics. The request was approved but they have not arrived yet. Chief Geering asked where the paramedics were coming from? They are coming a staffing company called Jogon, they are Oregon certified paramedics, responded David. Adrienne added that OHA is contracting with Jogon and ATC which are national traveling professionals.

Dr. Daya asked about the model being used. They will have two junior people that cannot be graduated yet, and in addition the field training supervisor he wants to make sure they can guarantee a senior person will be at every one of their calls? And also, once the senior person is on the call he can see potential disagreement, he is wondering if these things have been thought through? David clarified that these supervisors are operational supervisors like Shawn Wood and Chris Bailey and Mike Sargent. They will not be at every call and will be going to critical calls. The PIC role will not be changing. Dr. Daya also wanted to make sure no interns will ride along, Dr. Sahni said interns only ride with field training officers. Dr. Daya suggested a matrix would be helpful to see what will be happening at the scene with this new program.

Chief Boughey asked for a comparison in standard program and how this new program will speed things up. David said this new program is expected to speed things up by three to six months depending on the person as they are all in different places.

Chief Wineman said he had just received the clinical notification that Tim sent out and he had not received it before, he was wondering how it was shared? Clinical trainer/clinical leadership at each agency and medical directors is the group that has

been receiving these, Tim said. Chief Boughey suggested they add the Alliance members to these notifications. Tim was grateful for the suggestion. Tim mentioned the other things they are working on is with Metro West and TVF&R to support transportation for patients in the south county. This is to increase capacity. They have also formed a group within Metro West, including operational and communication folks to try to find other areas that need some changes.

Dr. Daya is wondering how actively they are monitoring CARE cases? There was a stroke case where they waited 20-30 minutes for transport. Tim mentioned they do not have the ability to see those cases live, but once reported to them they are looked at. This is the first time he hears about the mentioned stroke case.

Chief Wineman asked about the request of having the ASA plan sent back to them for further review? Tim said OHA was happy to send it back to them for further review. Now they just need to go back in there and make changes. There was no deadline given.

### **EMS Alliance Workgroup Updates**

Special Focus: Adrienne Donner said that the intent of this section is to take the strategic plan and go over the workgroups charters and make changes to follow the plan. She mentioned that maybe this meeting may not be the best to go over all of those, but she has shared them and asks they review them and come back to the next month's meeting with suggestions, she is looking to implement the strategic plan into these working groups charters. Chief Weiss said he agrees with this plan, and he is wondering if the templates are still available? Adrienne will look for the templates and send them out.

Regulatory Documents Review- Tim Case reported that the County Code went to the Board, they still need to figure out the timing for the public meeting for the Administrative Rules, but some of the changes being done to the ASA will also affect that timing. Kristin Chaffee asked when the public meeting will be for the County Code, Adrienne said on February 15<sup>th</sup>. Adrienne asked the group if once they get the ASA plan back if they should continue with the Regulatory Documents group with the same people, they have been reviewing these with or if they should shift some to accommodate? or if they should do something different to rereview the ASA? Chief Boughey said there is a lot of work to be done they kept on finding things that needed changing but they weren't sure as to where that section would live with in the three documents. He wants them to review it carefully and make those changes. Kristin Chaffee said she was also a part of this committee, and the expectation was that the group was acting under the eyes of the Alliance as well as the County, she said that they were working on recommendation of changes to present to the Alliance for approval. Chief Downey suggested that the group gets back together, and statics and maps that Tim worked on do not need the executive level review and there is sections that the executive leaders may need to take a look at. He doesn't think they need to look at the whole ASA, he suggests they go over it again and find sections that will need that executive review. They all agreed. Tim said he did assign sections to subject matter experts for their review.

Franchise Agreement and History in Clackamas County: Chief Boughey said Chief Downey asked him to share how Clackamas went over the process of rewriting their Franchise Agreement and how they utilized a consultant. In 2018 they created a Strategic Plan, and through this process they decided to obtain a consultant. In Clackamas they do not have status and ordinances, their EMS office gave direction that the ASA is where everything should be, and the ASA is what should drive the Franchise Agreement. Their goal was to rewrite the ASA Plan. After obtaining quotes and interview the consultant was selected and now they have started this process.

Data: Chief Downey said they have not had a meeting in a while. No update.

Centralized Dispatch- Chief Weiss asked Shane Ryan or Michael to provide any updates on testing they have conducted. Shane said they have done some more tests and they are working through the issues they thought they would have. Michael jumped on and said there was small things they have to overcome, some technical aspects but they are working through those details. They have another test scheduled for the following week on Wednesday. Chief Wineman asked for the detail for the Wednesday test so he can make himself available. Chief Weiss express the importance of Chief Wineman and Monique being there so that they figure out if there is any need for policy changes.

New Workgroups and Charters Discussion: Adrienne Donner went over the implementation matrix, she mentioned the existing workgroups, Data workgroup, Regulatory Documents Review workgroup, Centralized Dispatch workgroup and Quality Improvement workgroup. She mentioned the new strategic plan talks about incorporating some of the goals into existing workgroups. Example resource management to be incorporated into centralized dispatch. She expects the Regulatory Documents Review group will sunset, as they finalize updating those documents. There is also a need to have two more groups created one to look at the System Enhancement and Financial Stewardship. They also have the medical direction integration, which was not identified as either needing or not needing a workgroup, it still needs deciding. She expresses the need of determining whether there is a need to have an Alliance member chair/lead each workgroup. Another thing she mentioned is the need for the Data group to get a new lead. Adrienne asked for thoughts.

Chief Wineman mentioned the possibility of combining some of these goals into existing workgroups, like resource management going to centralized dispatch. Chief Weiss had some questions he wondered if the consultant that is contracted to review the franchise agreement and provide recommendation will be doing any work on resource management? Adrienne said she doesn't think they will do any work on this; they were contracted to help rewrite and modernize the franchise agreement and progression of shifting metrics that are more modern. Chief Weiss said he would start on a charter draft for resource management integration by next meeting. He still does not think this is something that can live within the Centralized Dispatch group and should be a separate group.

Adrienne Donner said for now they can plan to review the strategic planning matrix next meeting and decide what can be started on now and left for next quarter and so on. Chief Weiss agreed and asked that at the next meeting they go through the implementation plan and move goals around to fit the priority they see.

Marni Kuyl said she is willing to help where needed.

### **EMS Staff update**

Adrienne Donner reported that the EMS program is short staff again, the administrative position has not been filled yet and it may remain this way for four to six more weeks. They may get some help from PHI staff. She also mentioned it is budget season for the county and part of what she has been doing is looking at the system enhancement fund. She has been brainstorming on a process of reporting out what is in that fund, and how to spend it. She is asking for thoughts on the timing and how to best present that. Chief Downey said a quarterly report as to where the fund stands should be good.

### **Round Robin**

Metro West: No updates

WCCCA – Mark Buchholz reported that they had new people start, and they are working on budget as well. The move is in the Spring 2022.

Medical Director: Dr Sahni said they had an emergency meeting to discuss transportation to urgent care and alternative care, and most recent protocols were sent out. This group meets weekly, and they are working on coming up with solution on how to ramp up things quickly in case of a disaster and on a better process of getting patients to the right place at the right time.

Dr. Sahni reported hospitalization continue to rise with COVID-19 patients. He will be sending out the most recent FAQ document.

Forest Grove Fire and Rescue, Cornelius Fire Department, Gaston Fire Department: Chief Wineman said the Washington County Training Association in cooperation with Portland Community College kicked off a joint EMT course two weeks ago. It is being hosted at the Forest Grove Fire Station. They have 24 students in the class, they are piloting a hybrid version with on hands training and self-study as well. He mentioned the financial support that Metro West has provided students with in the past and asked for the possibility to have this happen again either from Metro West or the County.

Tualatin Valley Fire and Rescue: No updates

Hillsboro Fire Department: No updates

### **Public Comment**

Chief Downey welcomed public comment. No public comment.

**Next meeting: February 24, 2022 at 1:00 p.m.-3:00 p.m., via Zoom**

### **Good of the Order**

No good of the order

**Meeting was adjourned at 2:43 p.m. with the next meeting scheduled for February 24, 2022 at 1:00 p.m., via Zoom.**

Minutes compiled by Gaby Rodriguez.