



Emergency Medical Services  
Technical Advisory Board  
March 6, 2019  
Minutes

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**BOARD MEMBERS IN ATTENDANCE:**

Mike Hilley, *EMS Manager*  
Julie Samms, *Paramedic Training Provider*  
Chief McLane, *WCETCC*  
Dr. Marvin Wayne, *Medical Program Director*  
Division Chief Rob Wilson, *What-Comm Dispatch*  
=not present

Asst. Chief Bill Hewett, *City of Bellingham*  
Asst. Chief Dean Crosswhite, *Fire District 7*  
Chief DeBruin, *WC Fire Chiefs Assoc.*  
Scott Ryckman, *MSO, Bellingham Fire Dept.*  
Susie Johnson, *RN, BSN, Hospital—Med. Rep.*

**STAFF PRESENT:**

Tawni Helms, *WC Administration*  
Jeremy Morton, *EMS Data Analyst*

**GUESTS:**

**WELCOME:**

M. Hilley welcomed everyone and thanked them for attending.

**APPROVAL OF MINUTES**

The January 16, 2019 minutes were accepted as submitted. Although not present, Chairman Hilley introduced the two new board members that will be filling the Paramedic Training and Hospital Representative positions. Julie Samms from Bellingham Technical College will fill the Paramedic Training position and Susie Johnson from PeaceHealth will fill the Hospital Representative position. Both are welcome additions to the Board.

**COMMUNITY PARAMEDIC/GRACE**

Board Chair, M. Hilley reported on the progress of both the EMS Community Paramedic program and GRACE.

To begin, GRACE is in full hiring mode and is currently in the process of hiring:

- 2- Social Workers
- 1- ARNP
- 1-Program Manager
- 1-Community Health Worker
- 1-Administrative Assistant

In addition GRACE intends to use a portion of their funding to implement a patient care reporting system. They have opted to go with a vendor other than ImageTrend.

The Accountable Communities Health Program funding will also contribute ~\$120k/year to the EMS program in support of work performed specific to the goals of the initiative. Bellingham Fire Department wasn't able to complete the required partnership agreement by the deadline so 2019 funding was not secured. M. Hilley, through the Health Department and the Accountable Communities of Health (ACH monies from the Medicaid Demonstration project) completed a partnership agreement for countywide

funding so the entire EMS system benefits, including Bellingham Fire Department. As the Community Paramedic Program evolves, he will continue to work with the Health Department to determine the best use of the ACH funding in support of the GRACE program and the Community Paramedic Program.

FD-MSO, Ryckman reported that he is working to develop the Interlocal language for the Community Paramedic Program in order to clarify the operational needs of the program and to ensure all expectations are understood.

Questions were raised if funding will be used for existing EMT's. M. Hilley responded that he is continuing to work through the ACH Medicaid Demonstration project to determine and comply with all program requirements.

### **QA/TRAINING – EDUCATION COMMITTEE RECOMMENDATION**

M. Hilley put forth a proposal for adding a part time training coordinator to work with the Medical Director Group, Education Steering Committee and the Whatcom County Trauma Care Council (WCTCC). He emphasized the critical nature of ensuring and maintaining education and reporting compliance.

Dr. Wayne spoke to the importance of working with the diversified Medical Directors. He urged the committee to support funding a training coordinator. The Board responded with questions regarding the newly reported training needs and the role of the coordinator. Queries regarding the sense of urgency for training when it wasn't discussed during the development of the EMS Levy plan. A draft job description was referenced as an example of the duties to be accomplished. Questions were raised about how the WCTCC and a new training coordinator would intersect.

Chief McLane reported that the WCTCC has been facilitating the BLS training certification process. Discussion ensued regarding where the responsibility of training certification and reporting lies. It was agreed by the Board that an emphasis on coordinating and streamlining BLS training will benefit the entire system. Questions were raised regarding mandatory training and how or if the guiding WACs had changed. The question was also raised whether this would be a concern if the money had not come through the levy. M. Hilley responded that it is important to build up the world of training for BLS. We want to build confidence and demonstrate that we are doing all we can. This is an opportunity to "fill the holes".

It was also agreed that there needs to be more discussion on how a coordinated training program is accomplished. There is a valid need and now is the time to tie the opportunities and resources together, whether that is through a training coordinator, contractor or new online training platform. It was agreed that the BLS training needs and expectations must be explored so the appropriate options can be considered. Funding was recommended for BLS training with the caveat that how it is accomplished must still be determined by the TAB.

### **PARAMEDIC TRAINING**

The paramedic training is going well. The first class is set to graduate this summer. A second class should begin shortly after.

### **BUDGET /FINANCE REPORT**

The Board reviewed the proposed budget. Explanations for increases in administration were offered. Essentially, most increases were related to the administration office move to Chestnut Street. Because

the move was budgeted in 2018 but happened at the end of the year, some of the expenses were accrued in 2019. Additionally, the Medical Program Director contract was increased and the What-Comm budget increased significantly.

Revenues increases were also discussed. The aforementioned ACH funding was indicated as well as the Medicaid reimbursement through the Ground Emergency Medical Transport funding. It is anticipated that \$1,000,000 would be collected in 2019. Concerns were expressed as to the security or instability of this funding. There is no contract that confirms or ensures the funding will come through. Without assurance the GEMT funding will be realized the board agreed to support the budget adjustments without the addition of the \$1,000,000.

New funding information regarding GEMT actuals was received after the TAB meeting whereby an increase in revenues in the amount of \$1,000,000 is anticipated due to GEMT reimbursement. There is no assurance for years beyond 2019, but it is expected funding may continue for 3-4 years.

*\*\*On March 13, 2019 the EOB was presented with the TAB recommended budget supplemental with the GEMT revenue increase. It was approved unanimously.*

#### **SUBCOMMITTEE UPDATE**

M.Hilley expressed his enthusiasm for the newly formed subcommittees. He would like to reprise the 2016 EMS Levy committee and continues to reach out to stakeholders who may be interested in serving on that committee.

**Next Meeting:                    May 1, 2019 (2:00 – 3:00) TBD**

#### **Standing Agenda Items:**

- EPCR update
- Community Paramedic Update