

# EMS Advisory Committee Agenda

March 07, 2023 at 6:30 p.m.

<b>In Person</b>	Pioneer Memorial Clinic Conference Room 130 Thompson Street, Heppner, OR 97836
<b>Zoom</b>	Join Zoom Meeting <a href="https://us06web.zoom.us/j/86568989802?pwd=aGhzbzNqVWJOb0hOMDNOTldhYzV0Zz09">https://us06web.zoom.us/j/86568989802?pwd=aGhzbzNqVWJOb0hOMDNOTldhYzV0Zz09</a> Meeting ID: 865 6898 9802 Passcode: 229868

## 1. Call to Order

## 2. Public Comments

Maximum of 3 minutes per person/topic. Multiple items on the same topic need to be combined through one speaker.  
A maximum of 30 minutes may be allotted for public comment.

## 3. Approval of Meeting Minutes

- A. December 13, 2022

## 4. New Business

- A. New Committee Appointees
- B. Annual Review of ASA (Pages 20-30)
- C. December, January & February EMS Stats

## 5. Old Business

## 6. Executive Session

- A. ORS 192.660(2)(f) to consider information or records that are exempt from public inspection due to peer review protections under ORS 41.675.

## 7. Adjourn

# MORROW COUNTY EMS ADVISORY COMMITTEE MEETING

Minutes of Meeting held December 13, 2022

Pioneer Memorial Clinic Conference Room, Heppner, Oregon

**MEMBERS PRESENT:** Eric Chick, Dr. Berretta (Zoom), Donna Sherman, Richard Hernandez, Janis Beardsley, Kristen Bowles

**MEMBERS ABSENT:** Charlie Sumner, Judi Gabriel, Adam McCabe, Josie Foster

**PUBLIC PRESENT:** Emily Roberts, Diane Kilkenny (Zoom), Sam Van Laer, Paul Martin, Nicole Mahoney (Zoom)

**MEDIA PRESENT:** None

## Call to Order

The meeting was called to order at 6:30 p.m. by Donna Sherman.

## Business

**1. PUBLIC COMMENTS:** None.

**2. ADD AGENDA ITEM UNDER NEW BUSINESS:**

Update from Emily Roberts on progress of QA resolution process with Boardman Fire Rescue District.

**3. APPROVAL OF MINUTES:**

Eric Chick made a motion to approve the minutes from October 11, 2022 as written. Kristen Bowles seconded the motion. Motion passed unanimously by all board members present.

**4. NEW BUSINESS:**

- a. Emily Roberts update on QA resolution process with Boardman Rural Fire District:
  - i. BRFD has failed to comply with the QA resolution process described in the current ASA Plan.
  - ii. A hearing is scheduled for January 10, 2023 for BRFD to come before the MCHD Board as per the ASA Plan process.
  - iii. The MCHD Board will issue a determination following the hearing, which will be publicly available.
- b. Update on Staffing
  - i. Boardman currently has one full-time opening for an EMT.
  - ii. Irrigon is fully staffed and running the new model of 12-hour shifts with 24-hour coverage.
  - iii. Heppner will start the hiring process to move to full-time staffing in the next few months. Staff in Irrigon and Boardman have been assisting with covering open shifts.
  - iv. Richard Hernandez has transferred departments to Maintenance Director and as such will move to occasional part-time EMS, this will be his last meeting with

the Advisory Committee. The MCHD Board will approve his replacement prior to the next Committee meeting.

- c. Reviewed ASA pages 10-19 and created a list of items for consideration during the next ASA revision cycle.
- d. October & November EMS Stats
  - i. Boardman is consistently en route in <1 minute.
  - ii. Irrigon en route times have improved since moving to new staffing model.
  - iii. There is a request to distinguish responses between 911 calls and inter-facility transfers. Donna Sherman will work on this before the next Advisory Committee Meeting.

**5. OLD BUSINESS:** None

**6. EXECUTIVE SESSION**

- a. Donna Sherman called to order an Executive Session under ORS 192.660(2)(f) to consider information or records that are exempt from public inspection at 7:00 p.m.
- b. Executive Session adjourned at 7:19 p.m.

**7. ADJOURN:** With no further business to come before the board, the meeting was adjourned at 7:19 p.m.

Minutes typed by Donna Sherman, EMS Advisory Committee Chair.

1. Mass Casualty Incident (MCI) Management Plan
  - a. The plan is intended for use when any single incident or combination of incidents depletes the resources of any single provider or providers during the normal course of daily operations.
  - b. The plan identifies the responsibility of the provider concerning:
    - (1) Coordination;
    - (2) Communication;
    - (3) Move up;
    - (4) Triage; and
    - (5) Transportation.
  - c. The EMS Advisory Committee will periodically review the MCI plan and revise it to meet the counties need. Following the review and changes the Director of Emergency Management will be asked to amend the changes to the Medical component of the County Emergency Management Plan and the modified MCI plan will be promulgated. For MCI Plan and Approval letter, (See Appendix #7.)

## EMERGENCY COMMUNICATIONS AND SYSTEMS ACCESS TELEPHONE

1. Telephone access. Morrow County is served by a county-wide EMS dispatch and PSAP. It is located at the Morrow County Sheriff's Office in Heppner. A small portion of the Butter Creek Area is served by the Hermiston 9-1-1 System.
2. Dispatch Procedures.
  - a. The appropriate personnel shall be notified by the dispatcher via telephone or pager within three (3) minutes of receipt of a life threatening call.
    - (1) EMS responding personnel located in Heppner, Boardman, Irrigon, Ione, and Lexington will be paged out. If there is no response within five (5) minutes, they will be paged again.
    - (2) The dispatcher will obtain from the caller, and relay to the first responders the following:
      - (a) Location of the emergency;
      - (b) Nature of the incident; and
      - (c) Any specific instructions or information that may be pertinent to the incident.
    - (3) EMS personnel shall inform the dispatch center by radio when any of the following occurs:
      - (a) In-service;
      - (b) In-route to scene or destination and type or response;
      - (c) Arrival on scene or destination;
      - (d) Transporting patient(s) to hospital or medical facility, the number of patients, and name of facility; and
      - (e) Arrival at receiving facility.

- (4) Ambulance personnel shall inform the receiving hospital by radio or by phone at the earliest possible time of the following:
  - (a) Unit identification number;
  - (b) Age and sex of each patient;
  - (c) Condition and chief complaint of the each patient;
  - (d) Vital signs of each patient;
  - (e) Treatment rendered; and
  - (f) Estimated time of arrival.

### 3. Radio System:

- a. PSAP shall:
  - (1) restrict access to authorized personnel only;
  - (2) meet state fire marshal standards;
  - (3) maintain radio consoles capable of communication directly with all first response agencies dispatched by them via the following frequencies: primary 154.725; secondary 155.340 (HEAR system); also the 700 mhz system
  - (4) maintain radio logs which contain all information required by the Federal Communications Commission and Oregon Revised Statutes;
  - (5) utilize plain english; and
  - (6) be equipped with a back-up power source capable of maintaining all functions of the center.
- b. The ambulance service provider shall equip and maintain radios in each ambulance and quick response vehicle that allows for the transmission and reception on 154.725 and 155.340 (HEAR) and the 700 mhz system.

4. Emergency Medical Services Dispatcher Training:
  - a. All EMS dispatchers shall successfully complete an Emergency Medical Dispatch (EMD) training course as approved by the Oregon Emergency Management Division and the Board on Public Safety Standards and Training.
  - b. Dispatchers are encouraged to attend any class, course or program which will enhance their dispatching abilities and skills.

## PROVIDER SELECTION

1. Initial ambulance service provider assignment. Morrow County Ambulance Service, owned and operated by the Morrow County Health District, and who have been providing ambulance service for the past fifty years shall be named to provide ambulance service in their area of assignment as specified in this plan, until such time they no longer desire to do so or legal steps have been taken to remove the provider from the assigned area:
2. Reassignment. If at such time when a new provider is assigned to the Morrow County ASA, the assignment will be made not to exceed five (5) years. At the end of five (5) years, the ambulance service provider may reapply for another term as well as being evaluated on the service provided during the previous term.
3. Application for the Morrow County ASA:
  - a. The Morrow County ASA Plan will serve as standards established to evaluate the efficiency and effectiveness of existing service providers as well as establishing guidelines for potential applicants to a service area.
  - b. A representative will be appointed from the Board to attend regular meetings of EMS Advisory Committee, to learn the State and Federal regulations, local policies and the general operation of an ambulance service. Information will be presented to the Board at appropriate meetings to determine the effectiveness and efficiency of existing ambulance services and potential applicant services.
  - c. Should a vacancy occur in the existing Morrow County ASA, the below listed representatives will advertise the vacancy by public notice. This notice will be published in all Morrow County communities, surrounding areas, the medical community and Oregon Health Authority.
  - d. The Board will review any applications received from an ambulance service provider requesting establishing an ambulance service area in Morrow County. This group will seek necessary information and input from the EMS Advisory Committee when evaluating applications. Each ambulance service provider applicant will be required to:
    - (1) show that the service will provide equal or better pre-hospital emergency medical care as provided by existing services through a proposal and/or previous records;



- (2) show that the call volume will be sufficient to provide financial soundness for operation of the ambulance service through community use of a paid service;
  - (3) show that financial soundness for operation of the ambulance service will be obtained if the service is operated by volunteer personnel;
  - (4) show it's service will assure quality care to all persons residing in or passing through the service area;
  - (5) follow all regulations pertaining to ambulance service as set forth by the Oregon Health Authority, Oregon Board of Medical Examiners and Oregon Department of Motor Vehicles;
  - (6) provide the following information in the proposal: number and type(s) of ambulances, including medical equipment; vehicle storage arrangements; communication capabilities; dispatching capabilities; and number of personnel, qualifications and their method of providing prehospital emergency medical continuing education training; and
  - (7) adhere to all policy, procedures and guidelines set forth in the Morrow County ASA Plan.
4. In the opinion of the community/county officials and health care providers, it is not feasible at this time for a private ambulance service provider to make a proposal for any of the communities in Morrow County due to the small call volume and the vast area to cover. The County has provided pre-hospital emergency medical care for the past fifty (50) years through the efforts of dedicated volunteers. The community leaders involved in EMS are willing to listen to, assess and evaluate any proposal presented.

5. Notification of vacating an ASA:
  - a. The assigned ambulance service provider agrees to provide to Morrow County Emergency Medical Service Director a ninety (90) day notice of a decision of discontinuance of service.
  - b. A notice to vacate must be prepared and signed by the ambulance service provider's Board of Directors, if the service elects to discontinue their service in Morrow County. The statement will be presented to the appropriate agencies for action.
  - c. In the event the Morrow County Ambulance elects to discontinue and disband their pre-hospital emergency medical service care, the following procedure will be implemented until such time that an ambulance service can be restored to the effected area.
  - d. The Court and Board will request the remaining provider to adjust their service area boundaries to insure adequate coverage of the area without ambulance service until such time as the problem can be resolved and ambulance service can be restored to the affected area(s).
  - e. If possible, the officials in charge will resolve the problems within the ninety (90) day advance notice of discontinued service. The fire department(s) personnel within the disbanded area will be requested to assist with emergency medical calls. Assistance will also be requested if needed, from the closest ambulance service outside the County through a mutual aid agreement.
  - f. In the event a satisfactory solution to all parties involved cannot be reached within a reasonable amount of time, the EMS Advisory Committee will appoint a task force comprised of representative from: each ambulance service, the Board, the medical community and a citizen of each community involved (not affiliated with he health care industry), to reach a reasonable and workable solution.
  - g. The ambulance service provider vacating their area will be required to turnover their ambulance(s) and equipment to the Board for use by the recruited interim personnel until a replacement service can be established in the area. Any compensation due will be negotiated by the vacating ambulance service's Board of Directors and the Board. In the event that no solution can be reached through the Board efforts within a reasonable amount of time, assistance will be requested form the appropriate State agencies.

h. In the event that any problems arise involving boundary assignments or reassignment, the ambulance service provider disagreeing with boundaries will present a written statement to the EMS Advisory Committee. The statement will include all pertinent facts relating to the problem(s).

6. Maintenance of level of service. This disbanding ambulance service provider will be required to turnover their ambulance(s) and equipment to the Board for use by the recruit interim personnel until a replacement service can be established in the area. Any compensation due will be negotiated by the disbanding ambulance service provider's Board of Directors and the Board. In the event that no solution can be reached through the Board efforts within a reasonable amount of time, assistance will be requested from the appropriate State agencies.

## THE MASS CASUALTY INCIDENT PLAN

1. The purpose of the disaster response plan is to provide guidance to EMS response personnel in the coordination of response activities relating to mass casualty incidents in Morrow County. (See Appendix #7, MCI plan approval letter.)
2. IMPLEMENTATION: This plan shall be implemented whenever the ambulance service provider resources are unable to handle the incident or at the request of the Health Officer.
3. COORDINATION:
  - a. The highest ranking officers of the fire or police agency in whose jurisdiction the incident occurs shall be the incident-commander.
  - b. The senior/highest certified EMT at the scene will have overall responsibility for patient care; he/she shall work closely with the incident-commander.
  - c. The on-scene command frequency and staging area will be determined by the incident-commander. Dispatch center will advise responding units.
4. RESPONSE GUIDELINES:
  - a. The first EMS unit to arrive at the scene shall:
    - (1) assess nature and severity of incident;
    - (2) advise appropriate 9-1-1 PSAP of situation;
    - (3) request appropriate fire and police services; and
    - (4) request initiation of EMS mutual aid if needed.
  - b. Initial EMS Responders upon call-out shall:
    - (1) check-in with Incident-Commander;
    - (2) effect needed rescue, if trained and equipped to do;
    - (3) establish and organize the transportation of all injured, ill, or evacuated;

- (4) alert area hospital(s) of situation; and
- (5) monitor and reassess situation periodically considering:
  - (a) weather;
  - (b) topography;
  - (c) exposures;
  - (d) life threatening hazards; and
  - (e) fire hazards.

### **COORDINATION - PERSONNEL AND EQUIPMENT RESOURCES**

- 1. The following additional personnel and equipment resources are available to support the ambulance service provider. The current telephone numbers are:
  - a. Hazardous Materials. There is limited county-wide hazardous materials equipment resources located at:
    - (1) Boardman Fire Department -- 9-1-1
    - (2) Irrigon Fire Department -- 9-1-1
    - (3) Heppner Fire Department -- 9-1-1
    - (4) O.A.R.S.--- (provides notification and activation of state agencies) --  
- 1-800-452-0311 or 503-378-6377
    - (5) CHEMTREC--- 1-800-424-9300
    - (6) Hermiston Fire Department ( Hazmat Decon for Eastern Oregon) 1-  
541-567-8822
  - b. Search and Rescue
    - (1) Morrow County Sheriffs Office -- 9-1-1 or 676-5317
    - (2) Oregon Civil Air Patrol -- 1-800-452-0311 or 503-378-6377

(3) U.S. Coast Guard, (since the Columbia River falls under the jurisdiction of the U.S. Coast Guard, they will provide specialized aircraft and watercraft for rescue operations. These units will respond from either Astoria, OR 1-503-861-2242 or 1-503-861-6248; or Walla Walla, WA.

c. Specialized Rescue

(1) Morrow County Sheriffs Office -- 9-1-1 or 676-5317

(2) Umatilla Army Depot -- 541-564-8632

(3) U.S. Navy Bombing Range --541-481-2565

d. Extrication

(1) Boardman RFPD, Jaws and Rescue Equip -- 9-1-1

(2) Heppner RFPD, Jaws and Rescue Equip. -- 9-1-1

(3) Irrigon QRT, Jaws and Rescue Equip. -- 9-1-1

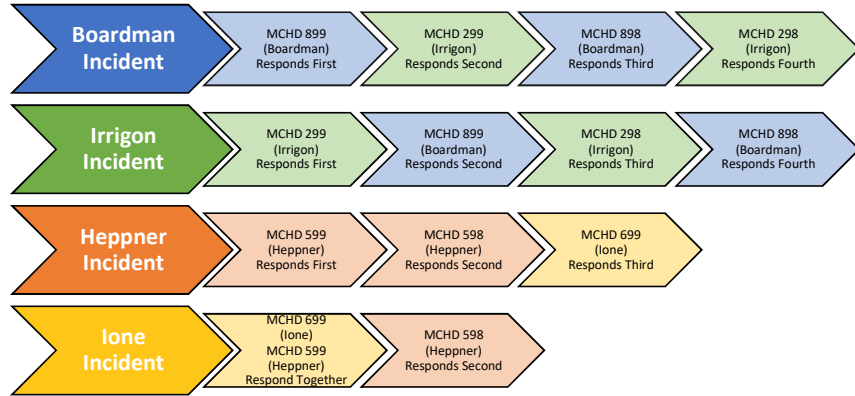
(4) Morrow County Road Dept - heavy equipment – 989-9500

2022	BOARDMAN						IRRIGON						HEPPNER						IONE		
	899			898			299			298			599			598			699		
	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs
January	1.00	5.05	51	0.47	6.50	2	8.00	11.97	43	N/A	N/A	0	5.00	12.50	20	4.00	8.00	9	N/A	N/A	0
February	1.24	5.02	48	5.17	6.97	2	5.54	8.90	18	N/A	N/A	0	6.00	15.00	23	10.14	15.04	2	N/A	N/A	0
March	1.00	4.74	46	0.05	3.10	1	5.61	8.49	22	8.50	10.00	2	7.00	9.93	16	2.72	11.18	2	7.13	11.28	1
April	1.02	3.78	34	0.45	3.72	10	6.20	9.03	22	N/A	N/A	0	7.00	17.00	16	7.00	29.00	2	N/A	N/A	0
May	0.60	4.00	46	0.00	0.00	1	6.00	8.93	34	N/A	N/A	0	5.97	12.63	18	18.59	29.47	6	N/A	N/A	0
June	0.58	3.69	38	1.07	2.65	8	6.02	8.60	36	8.00	13.00	1	6.00	4.00	41	1.00	5.00	5	N/A	N/A	0
July	0.86	5.00	48	1.03	5.03	4	6.00	8.80	34	0.00	20.00	1	6.00	17.00	31	29.00	30.60	1	N/A	N/A	1
August	0.45	2.68	7	0.45	3.82	31	5.45	8.13	39	6.97	11.87	1	5.00	13.00	35	0.50	5.50	2	N/A	N/A	0
September	N/A	N/A	0	0.83	5.15	49	5.19	7.61	20	5.35	7.60	11	6.00	11.00	24	11.00	13.50	2	N/A	N/A	0
October	0.52	2.35	25	0.25	4.02	17	5.00	10.00	3	6.00	9.82	42	3.00	10.27	27	36.00	36.00	3	0.00	22.00	1
November	0.34	4.16	42	0.08	10.00	9	0.00	14.00	3	1.00	5.09	48	6.00	12.50	38	4.37	22.00	7	N/A	N/A	0
December	0.28	6.14	54	N/A	N/A	0	1.00	5.01	64	1.14	8.05	6	5.00	12.00	26	1.00	19.00	9	N/A	N/A	0
<b>TOTAL</b>			439			134			338			112			315			50			3

Dispatch to en route means the length of time between when the ambulance is dispatched to when the ambulance leaves the garage.

Response time means the length of time between the notification to the ambulance and the arrival of the ambulance at the incident scene.\*

\*Note that response times are not adjusted for miles traveled and in some instances include non-emergent transfers.



2023	BOARDMAN						IRRIGON						HEPPNER						IONE		
	899			898			299			298			599			598			699		
	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs	Dispatch to En Route	Response Time	Number of Runs
January	0.2	3.8	47	1.0	10.2	6	1.0	3.5	52	0.1	3.9	4	3.5	8.7	26	6.0	11.5	2	N/A	N/A	0
February	0.2	5.8	43	1.1	12.4	1	1.0	3.3	33	5.0	5.0	3	5.6	21.5	22	9.0	10.0	7	N/A	N/A	0
March																					
April																					
May																					
June																					
July																					
August																					
September																					
October																					
November																					
December																					
<b>TOTAL</b>			90			7			85			7			48			9			0

Dispatch to en route means the length of time between when the ambulance is dispatched to when the ambulance leaves the garage.

Response time means the length of time between the notification to the ambulance and the arrival of the ambulance at the incident scene.\*

\*Note that response times are not adjusted for miles traveled and in some instances include non-emergent transfers.

