

SCFCA-SCEMS-SNO911 EMS Governance Joint Task Force
Meeting Summary for April 9, 2024 / 10:00 – noon
Location: Zoom Meeting

Meeting Attendance:

Voting Members					
Dave DeMarco	✓	Gary Lingel	✓	Roy Waugh	✓
Don Waller	✓	Joe Hughes	✓	Shaughn Maxwell	✓
Staff, Support and Guests					
Dr. Ryan Keay, MPD	✓	Roger Vares	✓	Sharon Brendle (notetaker)	✓
Scott Dorsey	✓	Kurt Mills			
Karen Reed	✓	Terry Peterson	✓		

Decisions are underlined; follow-up matters are in *italics*.

1. **Welcome / Review of Agenda.** Chair Dave DeMarco started the meeting at 10:02 am. There were no changes proposed to the agenda. Roger has a new email address; the distribution list will be updated.
2. **Approval of meeting minutes from March 26, 2024.** Joe Hughes moved to approve the meeting minutes as presented. The motion was seconded by Gary Lingel and approved unanimously.
3. **Updates: Boards input.**
 - Dave DeMarco reported that the SNO911 board viewed the PowerPoint presentation at their March meeting and had no questions. He will brief the board with any updates on April 18th.
 - Scott Dorsey reported that he met with the Sno-Isle Fire Commissioners, and they had questions concerning funding. The group was surprised that the state does not provide funding support for EMS. Roy Waugh reported that he attended the meeting and was very impressed with Scott’s presentation; he noted concern about the lack of understanding by Commissioners of how the EMS system works.
 - Shaughn Maxwell reported that he presented the PowerPoint at the County Fire Chief’s meeting and there were no questions.
4. **Calendar Review.** Karen reviewed the workplan and timeline. After discussion, it was decided that drafting a proposed 2025 EMS budget soon was key since most agency budgets are drafted during the summer and finalized in September. Shaughn shared that the Fire Chiefs Association takes the summer off, so getting budget numbers to them by June is crucial. Terry suggested coming up with a number, even a placeholder, if necessary. He stressed that the 2024 SCEMS budget has not been sufficient to support current activities. Roy suggested including an updated service delivery list. Dave suggested that it’s more important to focus on how SCEMS can solve current problems rather than on how it’s governed. Don agreed and emphasized focusing on solutions without putting in premature benchmarks; we should focus on where we want SCEMS to be.
5. **Continued Discussion on Developing a list of programs/activities to prioritize for standardization.** Continuing with the discussion from the last meeting using the matrix, Karen updated the group on what was added. After some discussion, the following comments were made:
 - **Certification/Re-Certification:**
 - Add support for Endorsements (note these are often in labor contracts).
 - Create consistency around certifications and re-certifications
 - PIP program needs strengthening/support
 - **Employee Discipline:**

- Change wording to reflect MPD *recommends*, rather than *determines* decertification
- Bring in HR and legal for better guidance on linking MPD recommendation and agency action.
- Create a group that will come up with recommendations.
- **Controlled Substances:**
 - Policy should mimic Federal government guidelines.
 - Make sure policies are up to date and in compliance with the law.
 - Create committee to develop countywide effort, including 3 largest fire agencies.
- **ESO System:**
 - ESO and PulsePoint need a Program Manager or a Regionalized Enterprise Data Manager, rather than each agency handling their own. Since no one is driving this, the programs are lacking any oversight management.
 - Do they still need to add additional modules?
 - Needs coordination to provide/organize consistent coding.
- **Under LMS System:**
 - Currently, no countywide system.
 - JTF is not recommending requiring a common software platform at this time.
- **Classroom space provided:**
 - This is a longer-term issue, not really foundational.

6. Review: Outline of governance/finance/legal/operational issues to be addressed in Phases 2 & 3 of JTF work plan. Karen reviewed the range of issues to be addressed in completing the JTF work to operationalize improvements to the EMS system, particularly if a new agency is to be created.

7. Governance and Host Agency. Karen noted some of the key similarities and differences between EMS operations in various counties (Snohomish, Kitsap, Pierce, Whatcom, Thurston). JTF members and staff identified characteristics of a good governance system for EMS. Characteristics identified included:

- Collaborative and open. The host needs to be responsible and well anchored in reality.
- Small and varied in representation and empowerment.
- Focus on building back trust, but be lean and efficient.
- Foundational and scalable.
- Diverse representation; represents the service to the citizen; obstruction proof -- it can't be stonewalled by a single provider.
- Simple structure -- not politicized.
- scalable, flexible, sustainable and accountable.
- Accountable and efficient with a servant's model.
- Efficient decision making with clear priorities and transparency.
- Repeatable and equitable systems.
- Clear roles & responsibilities.
- Alignment of funding and governance.
- Clarity about the difference between operational oversight and governance Top priority is to get consistency across all agencies in paperwork/process.

The group asked for an update on the improvements and activities in SCEMS. Karen asked Terry and Scott to draft a side-by-side comparison summary of SCEMS and SNO911.

8. Review/Action: April Agency Briefing PPT. A proposed April briefing PPT is the meeting packet. Sharon will resend it after the meeting as a separate document for use in briefings. Shaughn noted the SCFCA meets the first week of the month so it will be next month before he briefs them again.

Meeting was adjourned at 12:02 p.m. The next meeting is scheduled for April 23rd, as a Zoom meeting.