

Lincoln County
Ambulance Service Review Committee (ASRC)
Lincoln County, Oregon

Minutes

Wednesday, April 19, 1330 - 1530

- I. **Attendance:** Provided as the last page of these recorded minutes.
- II. **Call to order:** Meeting was called to order by Chief Mock at 1335 at Gleneden Beach Fire Station, Gleneden Beach.
- III. **Welcome and Introductions:**

Chairperson Mock welcomed the group, reminded attendee's this is a public meeting, noted Chief Don Baker, North Lincoln Fire and Rescue was in attendance as the only general public member at large, and completed Committee Member introductions. It was noted that Tony Collins will be attending on behalf of Mark Buchholz from WVCC.
- IV. **Approval of Minutes:** Frankie Petrick, made a motion to approve the minutes with the noted revisions, Bill Johnson, seconded the motion. Revisions requested – add Rob Dahlman to the present members, correct spelling of Kristine Yuille last name. Minutes approved with no opposition.
- V. **ASA Plan Review and Assignment Applications Update:**
 - A. **ASA Assignment – Applications:** Lt. Landers reported the Lincoln County Board of Commissioners (BOC) received applications only from the current service providers and have begun the process of reviewing applications and will make final decision on contract assignment by 07.01.16.
 - B. **ASA 4 Re Assignment:** Ray Woodruff announced COCFR will surrender their ASA 4 as of 05.01.16. It is anticipated the BOC will make interim re assignment to Pacific West Ambulance as has been recommended by COCFR and agreed to by Pacific West Ambulance. Kristin Yuille reported the BOC will review and take action at their 04.20.16 meeting and it is anticipated they will extend the deadline for ASA 4 contract application approval to allow time for interested parties to make an official bid for ASA 4. It was noted that PWA has negotiated a contract with COCFR to purchase their ambulances to begin providing service in the ASA 4 area.
 - C. **Service Provider Maps:** Lt. Landers indicated the three current providers reviewed and made recommendations for revisions to the maps. The recommended changes and will be given to WVCC to develop a final draft that will be given to the BOC for approval then will be entered into WVCC CAD.
- VI. **Review of ASA Call History:**
 - A. Chairperson Mock asked to maintain this as an active agenda item for continued discussion; however, until the map revisions are completed, approved and entered into WVCC CAD data extraction for review cannot be completed.
 - B. Chairperson Mock asked if there were any additional discussion prior to the review of approval of the service area maps and the initial call time reports from WVCC at the next meeting. The following is a summary of the discussion points made regarding this topic.
 - C. Karen Hattig provided a copy of internal PWA ASA Response Times report in lieu of the new WVCC CAD report for review by the Committee, copies distributed to present members. Digital copies will be included with the next month committee packet.
 - D. Definition of On-Scene Designation General Discussion:
 - i. It was noted this is decided at the local level not in State guidelines.
 - ii. Bill Johnson asked for a copy of the final ASA agreement, Kristin Yuille indicated she would provide this.

- iii. Definition of EMS Unit = transporting ambulance and response time is in the County Code.
 - iv. Originating Dispatch Time Call Received vs. Time Agency Activated for Service: Request to review the amount of time from received call from the originating Dispatch Center to point of dispatched call by WVCC. It was noted that Toledo Dispatch does not use the same CAD as WVCC so medical calls must be manually transferred to WVCC from Toledo which may increase the time for activation of service to PWA for that ASA area. Lt. Landers reported the ASRC Committee can review these data indicators from the originating Dispatch Centers. Tony Collings indicated new process was put in place between WVCC and Toledo Dispatch on 03.12.16 that will improve those timeframes.
 - v. Request to Change from Suburban to Urban Timeframes in City of Lincoln City Area: Chief Baker, member at large, asked to address the Committee. He requested the Committee review his request to change the plan reduce the Lincoln City response time from suburban to urban, due to large transient population, multi-family dwellings, nightly population. Kristin Yuille indicated the definition of suburban is greater than 2, less than 10,000. **Chief mock asked for written proposal to be submitted to the committee for their next meeting.**
- E. Ambulance Service Provider Concern Form:** Jenny Demaris referred Committee Members to the provided examples forms. It was agreed to have an introductory statement clarifying the routing of concerns process, make the form available on line and printable, remove the financial concern indicator and simply the form to minimal fields, name, date of service, primary concern and area for tracking of where the concern was routed to and final response back to originating person. It was also noted that the County will be implementing an area on the County website to house the committee minutes, agenda, concern form etc. , which should be available by the next meeting.
- F. Next Meeting:** Committee Members agreed the next meeting should be held after July 1, when WVCC has had time to prepare end of quarter reports, the Lincoln County BOC will have approved the new ASA agreements and the ASA map boundary maps will have been revised and approved by the BOC. Discussion followed regarding agreement to . Committee Recorder was requested to:
- i. Forward Doodle Poll to select the idea date option for the committee during July in Newport
 - ii. Forward ASA Plans approved by BOC as part of the committee packet
 - iii. Forward quarterly reports from WVCC when available
 - iv. Upload committee documents to County Website including customer concern form when available.
- G. Adjournment:** Chairperson Mock entertained a motion to adjourn the meeting and Bill Johnson, seconded the motion. Meeting was adjourned at 1530.

Respectfully submitted,

Virginia "Jenny" Demaris
Lincoln County Emergency Management

Lincoln County Ambulance Service Review Committee

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April 19, 2016 ASRC Committee Member Attendance

P = Present, **A**=Absent

Representation	P/A	Committee Member
ASA Provider	P	Karen Hattig, Pacific West Ambulance
ASA Provider	P	Ray Woodruff, Central Oregon Coast Fire and Rescue
ASA Provider	P	Frankie Petrick, South Lincoln Ambulance Assoc., Inc.
Fire District/Department	P	Rob Dahlman, North Lincoln Fire and Rescue
Fire District/Department	P	Bill Johnson, Depoe Bay Fire and Rescue
Fire District/Department	P	RC Mock, Siletz Rural Fire Protection District
Fire District/Department	P	Tom Sakaris, Seal Rock Rural Fire Protection District
Hospital Representative	P	Lorie Williams, Samaritan Pacific Communities Hospital
Hospital Representative	A	Dr. Scott Grupas, Samaritan Pacific Communities Hospital
Public Member	P	Helen Ballantyne, NOAA Health Services
Public Member	P	Linda Mollino, Oregon Coast Community College
9-1-1 PSAP	A	Mark Buchholz, Willamette Valley Communications Center
9-1-1 PSAP	A	Dave Enyeart, Toledo Police Department
9-1-1 PSAP	A	Jerry Palmer, Lincoln City Police Department
County Personnel	P	Curtis Landers, Lincoln County Sheriff's Office
County Personnel	P	Jenny Demaris, Lincoln County Sheriff's Office
County Personnel	P	Kristine Yuille, Lincoln County Legal Counsel

*Dr. Scott Grupas and Lorie Williams co-share the SPCH position.

General Public at Large - Guests

Fire District/Department	Don Baker, North Lincoln Fire and Rescue
9-1-1 PSAP	Tony Collins, Willamette Valley Communications Center on behalf of Mark Bucholz