

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

Minutes

Thursday, October 13, 1400 - 1600

- I. **Attendance:** Provided as the last page of these recorded minutes.
- II. **Call to order:** Meeting was called to order by Chief Mock at 1404 at Central Lincoln Public Utility District, Newport.
- III. **Welcome and Introductions:**

Chairperson Mock welcomed the group, reminded attendee's this is a public meeting, noted Chief Jim Stearns, Central Oregon Coast Fire was in attendance as the only general public member at large, and completed Committee Member introductions. It was acknowledged there were only 5 official committee members present and 2 county support staff. County Code references the motions shall be passed by the majority of those present at the meeting.
- IV. **Approval of Minutes:** Rob Dahlman made a motion to approve the minutes; Dustin Joll seconded the motion. Minutes approved with no opposition.
- V. **Discussion:**
 - A. **ASA Plan – Committee Member Requests for Edits:** Chairperson Mock
Chief Mock reviewed the history of the most recent process of the revisions and approval of the ASA Plan; he discussed with Committee Members the concern that not all requested revisions were considered or included in the most recent version. One primary concern was “do the Lincoln County Board of Commissioners have the authority under Oregon Law to regulate non-transporting first response agencies?”

Committee Members discussed the need to review all submitted request for revisions, edits by public safety entities to ensure all requests were considered then forward a list of recommended revisions from the Committee to the Board of Commissioners. Chief Mock will locate the original submitted revisions from Chief Petrick and forward to Committee Members to review prior to the next meeting; at the next meeting Committee Member will review via digital copy/projector and discuss any further requests for revision to the BOC.
 - B. **BOC Communications - Update:**
 - i. **ASA 4 Extension, Proposals:** Sheriff Landers
 1. Received one proposal which will be submitted to the BOC for review and approval; timeline must be approved by December 31st.
 - ii. **Recommendation to Change City of Lincoln City from Suburban to Urban:** Chief Mock
 1. Committee Members reviewed addendum page 6, 08/4/16 Letter of Recommendation to BOC. After submission of the letter Pacific West Ambulance expressed concerns to Chairperson Mock regarding the full impact of the recommendation if approved; information was relayed to BOC Legal Counsel. Committee Members discussed:
 - the history of the ASA Plan revisions
 - response time vs. time to first intervention
 - measurement of service based on time, actual patient outcomes or other models
 - traditional census vs. actual, weekly, daily; challenge with using population on coastal areas due to limited alternate routes, i.e., Hwy 101
 - need to review other coastal community ASA plans

Chairperson Mock requested Pacific West Ambulance to provide a written response with their concerns to the BOC.

iii. **ASA Map Revisions Approval:** Sheriff Landers

Sheriff Landers indicated the final revisions of the map were placed on hold due to the recommendation that was presented to the BOC regarding possible changes in the ASA 1 area.

iv. **City of Toledo Fire Department Concern Regarding ASA 4:** Chairperson Mock

Chairperson Mock indicated Wayne Belmont, present at previous meeting, indicated he would provide follow-up from the BOC. Committee Members, in absence of County Counsel, discussed the items of concern referenced such as staffing levels and number and type of personnel for Pacific West Ambulance. Sheriff Landers will follow-up with County Counsel for any additional follow-up needed on the Committees behalf. Bill Johnson made a motion to conclude the agenda item unless further follow-up is requested by the BOC, Dustin Joll seconded the motion. Motion carried unopposed.

C. **Quarterly ASA Reports:** Chairperson Mock

i. Sub-Committee Update: Sub-Committee Members Chairperson Mock, Bill Johnson, Rob Dahlman

- Chairperson Mock reported the sub-committee was initiated to review and make recommendation on how conduct the response time review. Committee Members were provided handout 01, ASA Response Times Review Process to review.
- Bill Johnson reported on the work done with WVCC to remove the calls that do not apply to the review requirements; after the removal of these items there would be only a couple hundred calls per quarter to review, fairly manageable number. WVCC will continue to build filters in the data source to create a permanent quarterly review document. Other items requiring further discussion is the Dispatch CAD system where call is generated and decision on what is the originating time - when the 911 call is initiated by the customer or by the final receiving Dispatch Center for medial dispatch.
- Chief Mock requested the handout be distributed to absent members and this structure utilized until the next meeting, allow time for the other ASA Provider to review then discuss again at the next meeting.

D. **Quarterly ASA Provider Concerns:** Chairperson Mock

- i. No electronic, written or telephonic concerns were presented to County services for this time period.
- ii. Pacific West Ambulance received two client concerns for this time period and discussed with Committee Members.
- iii. South Lincoln Ambulance was not present at today's meeting

VI. **Review of Action Items:** Committee Recorder

- A. Recruit New Committee Member to replace Helen Ballantyne
- B. Distribution – Committee Recorder will forward the original edited ASA Plan from Chief Petrick to Committee Members for review
- C. Agenda – Add the review of Chief Petrick edited ASA Plan previously submitted to the BOC
- D. Follow-up – Request to Pacific West Ambulance to submit a written response to the 08.04.16 letter to the BOC
- E. Distribution – Distribute the handouts from today's meeting to committee members with draft minutes
- F. Follow-up – Creation of form for ASA providers to document submitted customer concerns directly to their leadership; form will be submitted at each meeting for review.

VII. **Next Meeting:** Committee Recorder will initiate a Doodle Poll to establish best date and time for the next quarterly meeting in the first part of February to allow for assembly of quarterly review data.

Lincoln County Ambulance Service Review Committee

October 13, 2016 Committee Minutes

Page 3 of 4

VIII. **Adjournment:** Chairperson Mock entertained a motion to adjourn the meeting and Bill Johnson, seconded the motion; meeting adjourned at 1551.

Respectfully submitted,

Virginia "Jenny" Demaris

Lincoln County Emergency Management

Lincoln County Ambulance Service Review Committee

October 13, 2016 Committee Minutes

Page 4 of 4

- Electronic Committee Meeting Packet available at: <http://www.co.lincoln.or.us/asrc/page/ambulance-service-review-committee-meeting>

October 13, 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	Dustin Joll, Central Oregon Coast Fire and Rescue
ASA Provider	A	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	A	Tom Sakaris, Seal Rock Rural Fire Protection District
Hospital Representative	A	Lorie Williams, Samaritan Pacific Communities Hospital
Hospital Representative	A	Dr. Scott Grupas, Samaritan Pacific Communities Hospital
Public Member		Vacant
Public Member	A	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	A	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	Jim Stearns, Central Oregon Coast Fire and Rescue
--------------------------	---