

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

Minutes

Wednesday, November 8, 2017, 1300 - 1500

- I. **Introductions, Call to Order, Attendance:** Meeting was called to order by Legal Counsel, Kristin Yuille in absence of Vice Chairperson Lorie Williams at 1313 at Oregon Coast Community College – Community Room. Voting members and general public attendees introduced themselves. Attendance provided as last page of these recorded minutes.
- A. **Membership Positions:** Recorder Jenny Demaris
- i. Vacant Chairperson Position – (Acting Chair) Kristin Yuille called for nominees. Jeff Mathia made motion to nominate Chief Gary Woodson as Chairperson, Rob Dahlman seconded the motion; motion carried unopposed.
 - ii. Vacant Public Member #2 – no nominations received. Committee Members requested public advertisement to recruit the vacant public member position.
 - iii. Open Fire District Representation Position – Board of Commissioners approved recommendation from Fire Defense Board for assignment of Chief Gary Woodson to the vacant Fire District representative position, **Page 3**.
- II. **Approval of Minutes:** Jeff Mathia made a motion to approve the 08/09/17 minutes, **Pages 4-6**, Bill Johnson seconded the motion; motion carried unopposed.
- III. **Additions to the Agenda:** No additions from Group
- IV. **Discussion Items:**
- A. **Quarterly ASA Reports - Provider Concerns:** Acting Chairperson Kristin Yuille
- i. Received Concerns/Commendations Form: July-Sept. 2017, **Page 7** – Two concerns reported directly to PWA and were resolved; no further action.
 - ii. Letter of Complaint Received (10/26/17). Committee Members reviewed the original letter of Complaint **Pages 8-9** and additional the additional communication **Handout 03**.
- Jeff Mathia distributed a response letter from PWA to the complaint originator, **Handout 04**, addressing the items presented in the letter of complaint. Jeff indicated he would mail the response to the address provided in the originating complaint. Committee Members discussed the presented concerns and response by PWA at length and agreed thorough follow-up had been completed and the item would be considered resolved unless additional communication was received.
- B. **BOC Communications – Update:**
- i. 02/10/17 Recommendations to BOC (sent to BOC 02/22/17): Kristin Yuille
 1. ASA Plan, Request for Consideration of Revisions, Response from BOC – Kristin indicated the received requests for revisions were acceptable and would be made to the ASA Plan; follow-up next month with the revised ASA plan denoting requested revisions.

C. **ASA Compliance Reports – Performance Review:** Robert Dahlman/Bill Johnson

i. Quarterly Report Review Sub-Committee

1. PWA Quarterly Report: Jeff Mathia, **Page 8.**

Jeff reported he and WVCC are continuing to work to filter out those calls that do not meet the criteria for review; it was noted that many items had been validated and they are very close to agreeing upon the data points that will and will not be considered in the final review process.

WVCC and PWA will provide a description of the items they are and are not including for the quarterly review process; data elements will be reviewed at the next meeting and maintained with committee documents to validate committee approval of data review.

2. SLA Quarterly Report: Chief Frankie Petrick, **Handout 02.**

Chief Petrick (teleconference) provided a review of her quarterly report; she was requested to provide the report with the non-transport data included in the South Lincoln Ambulance report each quarter.

D. February 2018 – Renewal/Reappointment of Membership of BOC: Jenny Demaris

- i. Committee Recorder requested those who did not intend to continue serving at the end of the February 2018 term were to let her know by the first of January. Recorder will forward communication to the BOC requesting renewal of interested appointed members.

E. Other: None from Group

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

- A. Request advertisement of vacancy of Public Member #2 from BOC.
B. Provide committee member listing of those who wish to renew in February 2018; provide to the BOC beginning of January 2018.

VI. **Next Meeting:** Wednesday, February 14, 2018, 1300 – 1500, Lincoln County Jail, Admin Conf Room

VII. **Adjournment:** Acting Chairperson Kristin Yuille adjourned meeting at 1342.

Respectfully submitted,

Jenny Demaris

Lincoln County Emergency Management

Lincoln County Ambulance Service Review Committee

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- Electronic Committee Meeting Packet available at: <http://www.co.lincoln.or.us/asrc/page/ambulance-service-review-committee-meeting>
- Abbreviations:
 - PWA – Pacific West Ambulance
 - COCFR – Central Oregon Coast Fire and Rescue
 - BOC – Lincoln County Board of Commissioners
 - ASA – Ambulance Service Agreement
 - ASRC – Ambulance Service Review Committee

November 8, 2017 ASRC Committee Member Attendance

Representation	08-Nov	Committee Member
ASA Provider	P	Jeff Mathia, Pacific West Ambulance
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	Gary Woodson, Central Oregon Coast Fire and Rescue
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	A	Vacant , Community Member
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	A	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
County Personnel	P	Adam Shanks, Lincoln County Sheriff's Office

General Public at Large - Guests

9-1-1 PSAP	P	Tony Collins, Willamette Valley Communications Center
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