



Ambulance Service Area Advisory Committee - Minutes

2024 Q1 Meeting: February 20, 2024

Host: Columbia River Fire & Rescue

Primary Membership (*Italics* symbolizes non-voting, ex-officio member)

Jessica Kosydar

Jaime Aanensen

Dr. Joe Skariah

Mike Fletcher (C911)

Chris Lake (ASA 1)

Josh Marks (ASA 2) – Vice Chair

Gerald Cole (ASA 3/4)

Bruce Holsey (ASA 5) - Chair

Larry Boxman (ASA 6/7)

Don Spurling (Public)

Alternate Membership

Katy Curio (ASA 2)

Shawn Wood (ASA 7)

Meeting called to order by Josh Marks at 2:36 PM

In-person attendance – Jaime Aanensen, Jessica Kosydar, Joe Skariah, Josh Marks, Gerald Cole

Virtual attendance – Chris Lake, Larry Boxman, Shawn Wood

Absent –Mike Fletcher, Bruce Holsey, Don Spurling

Guests in attendance –Dr. Jenna Wiley (virtual), Dannel Hooper (virtual) Nathan Hughes (virtual)

Quorum – 6 voting members present, quorum was achieved.

Introductions/agenda additions

No additions to agenda.

Approval of previous minutes

Request for approval of minutes; motion made by Larry Boxman to approve, second made by Gerry Cole– no discussion; passes unanimously.

Public comment

No public comment from those present.

Customer complaint review

No formal customer complaints to review.

Old Business Discussion Items

ASA Plan set to for second reading and possible approval tomorrow (2/21/24)

Meeting minutes compiled by Jessica Kosydar

- Complaint review process & procedures

“Just Culture” handout provided to the group by Larry. After discussion it was decided it is better suited for the Complaint Review Process than the Quality Improvement Plan. Gerry Cole asked what we would consider a complaint and the distinction of internal vs Committee. Jaime Aanensen discussed levels of escalation, and where to take complaints sent to Public Health. Josh Marks and Gerry Cole provided examples of complaints. Dr. Joe Skariah expressed the importance of peer review and bringing a group to the table for feedback. Jaime – is it feasible to have a small group work on this before the next meeting? Agreement made. Jessica Kosydar, Josh Marks, and Jerry Cole to work on form and post to teams. Gerry Cole emphasized the importance of resolution at the lowest level prior to escalation.

- Quality assurance review process

Jaime highlighted work to be done before the next amendment. Josh remarked each agency will need to review their process. For the Committee, discussion regarding what kind of calls will be reviewed and what data. Josh to contact Hailey and Will from Mist. OHA requires only response times as part of QA so the process needs to be to build in more guard rails. What data will the committee receive to review? Josh – CCOM had a very in-depth review; take calls of interest. Suggestions made for this approach. Dr Wiley – a formal process will be helpful to discuss more difficult cases. Larry -we should investigate low-frequency/high-risk calls along with a random sample. Dannel – we already pull and review all cardiac arrest calls. QA/QI is already being discussed and talking with Dr. Wiley in a couple of weeks about how we do and how best to support. We will help pull audio and random calls. Gerry – all cardiac calls reviewed through CARES. Dr Skariah, Dr Wiley, and Josh Marks to jump on a call with Dannel and CCOM to create structure (random vs sentinel)

New Business Discussion Items

- **Proposed meeting schedule for 2024**

Third Tuesday of the first month of the quarter beginning at 230 with the location rotating within agencies and arranged by Public Health.

Q2 - April 16, 2024 Clatskanie RFPD

Q3 – July 16, 2024 – Vernonia RFPD

Q4 – October 15, 2024 – Mist-Birkenfeld RFPD

Motion made by Gerry Cole to approve schedule, second made by Chris Lake. Schedule approved - no discussion; passes unanimously.

- **Vacant committee member positions**

To meet quorum, 7 voting members are required to be in attendance. Voting members will need alternates approved for appointment and the committee will also require two more members of the public to join Don Spurling.

Public Health will create a one pager and aid those interested in the process of getting appointed.

All voting members will need an alternate.

- **ASA Plan adoption process update**

Jaime- The second hearing goes to The Board tomorrow (2/21/24) and then there is a 90-day process for the ordinance to go into effect. We will have to add an amendment for the MCI (Mass Casualty Incident) before September 2024 which is a requirement from OHA. The amendment process should be more streamlined. Corey from EM is the lead on the MCI.

Agency Updates

ASA 1 - Sauvie Island Fire: No update

ASA 2 - Scappoose RFPD: Bid for a new ambulance with a build time of 24 to 36 months. All 3 will be the same spec with the reserve being one off.

ASA 3/4 - Columbia River F&R: advertising for one, single-role paramedic position.

ASA 5 - Clatskanie RFPD : Absent

ASA 6 - Mist-Birkenfeld RFPD: helping Vernonia with calls due to low volunteer response, Meddix for the ambulance, and Mist responding for their first aid. Larry has resigned from a paid position. Still EMS Chief as a volunteer. Hailey taking the national registry exam and will be a paramedic in the next couple of weeks and will be assuming responsibilities with Larry staying on to help.

ASA 7 - Metro West Ambulance: 3 full time paramedics and 3 full time EMTs. EMTs live in Vernonia and which is going well. Encouraging volunteers to become EMTs.

Emergency Management: Absent

Columbia 911 Communications: No updates

Columbia County LPHA: Welcome to Jessica as new Emergency Preparedness Coordinator

Columbia County Public Health Officer: No updates

Adjourned at 1516

Next Meeting – 2024 Q2 – April 16, 2024, at 2:30 PM

Host: Clatskanie RFPD, 280 SE 3rd St, Clatskanie, OR 97016