

**WHATCOM COUNTY CONTRACT  
INFORMATION SHEET**

Whatcom County Contract No.  
**202301020**

Originating Department:	Executive
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Emergency Medical Services
Contract or Grant Administrator:	Mike Hilley, WCEMS Manager
Contractor's / Agency Name:	North County Fire and Rescue

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes  No   
 Yes  No  If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: \_\_\_\_\_

Does contract require Council Approval? Yes  No  If No, include WCC: \_\_\_\_\_  
 Already approved? Council Approved Date: \_\_\_\_\_ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes  No  If yes, grantor agency contract number(s): \_\_\_\_\_ CFDA#: \_\_\_\_\_

Is this contract grant funded? Yes  No  If yes, Whatcom County grant contract number(s): \_\_\_\_\_

Is this contract the result of a RFP or Bid process? Contract \_\_\_\_\_  
 Yes  No  If yes, RFP and Bid number(s): \_\_\_\_\_ Cost Center: 130110

Is this agreement excluded from E-Verify? No  Yes  If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

- Professional services agreement for certified/licensed professional.  Goods and services provided due to an emergency
- Contract work is for less than \$100,000.  Contract for Commercial off the shelf items (COTS).
- Contract work is for less than 120 days.  Work related subcontract less than \$25,000.
- Interlocal Agreement (between Governments).  Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments):  
 \$ 20,150.00  
 This Amendment Amount:  
 \$ \_\_\_\_\_  
 Total Amended Amount:  
 \$ \_\_\_\_\_

Council approval required for; all property leases, contracts or bid awards **exceeding \$40,000**, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, **except when:**

1. Exercising an option contained in a contract previously approved by the council.
2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance.
3. Bid or award is for supplies.
4. Equipment is included in Exhibit "B" of the Budget Ordinance.
5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.

Summary of Scope:

**Funding for training of one Paramedic student from North County Fire and Rescue.**

Term of Contract: January 1, 2023

Expiration Date: December 31st, 2023

- |                   |   |                        |
|-------------------|---|------------------------|
| Contract Routing: | 1. Prepared by: <u>Mike Hilley</u>                    | Date: <u>10/27/22</u>  |
|                   | 2. Attorney signoff: <u>Christopher Quinn</u>         | Date: <u>1/13/2023</u> |
|                   | 3. AS Finance reviewed: <u>Bbennett</u>               | Date: <u>01/13/23</u>  |
|                   | 4. IT reviewed (if IT related): _____                 | Date: _____            |
|                   | 5. Contractor signed: _____                           | Date: <u>6/23/2023</u> |
|                   | 6. Submitted to Exec.: _____                          | Date: _____            |
|                   | 7. Council approved (if necessary): <u>AB2023-074</u> | Date: <u>1/24/23</u>   |
|                   | 8. Executive signed: _____                            | Date: <u>6/26/2023</u> |
|                   | 9. Original to Council: _____                         | Date: _____            |

Whatcom County Contract No.

202301020

**INTERAGENCY AGREEMENT**  
**Between**  
**North County Fire and EMS**  
**And**  
**Whatcom County Emergency Medical Services/Whatcom County**  
**Paramedic Training Program**

Whatcom County Emergency Medical Services, (hereinafter the “County”), and North County Fire and EMS, (hereinafter the “Department”), in consideration of the mutual covenants herein, agree as follows:

- I. **Purpose:** This Agreement is meant to provide paramedic training for one (1) North County Fire and EMS Firefighter/EMT in the 2023 Paramedic Training class administered by the Bellingham Fire Department (BFD), accreditation affiliation with Bellingham Technical College (College), funded by the Whatcom County EMS Levy.
- II. **Program Administration:** It is understood that the County and the Department shall be responsible for the direct supervision of their respective employees and that nothing in this Agreement will interfere with the employer/employee relationship or the functioning of the Department or County herein named. In compliance with applicable law and State records guidelines, both parties will maintain documentation and/or records relevant to the program in this Agreement.
- III. **Financial Responsibility:** The 2023 Paramedic Training Program is paid for by the Whatcom County Countywide Emergency Medical Services Fund. The Department is responsible for all wages, benefits and insurance coverage for its participants.
- IV. **Financial Agreement:** The Department is obligated to pay the full costs for the 2023 Paramedic Training Program as described in **Exhibit A - Detail of Student Costs** regardless of whether the student successfully completes the program. One-half of the agreed total student cost will be paid when the paramedic training program is half-complete and the remaining second half is paid once the program has been completed.
- V. **Program Sponsorship:** The College shall be the sponsoring institution and, as such, the program will operate within the College’s appropriate policies and procedures.
- VI. **Program Approval:** The paramedic training program is approved through the Washington State Board for Community and Technical Colleges and the Washington State Department of Health. Accreditation is granted through the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

**VII. Responsibilities of the Department:**

- A. Provide recommendation for enrollment of student into Paramedic Training by the Fire Chief and the Department Medical Program Director.
- B. Obtain concurrence from the College, County, Paramedic Training Medical Program Director and BFD for the selection of qualified EMT's for enrollment in the Paramedic Training program.
- C. Provide weekly or monthly, depending on need, direct leadership liaison and preceptor with the Paramedic Training Lead Instructor for the purposes of monitoring student progress and activities.
- D. Reimburse the County for agreed expenses as described in Exhibit A.

**VIII. Objectives of Paramedic Training Course:**

- A. Paramedic Training will provide the pre-requisite (60-hour/ 5 Credit) Anatomy and Physiology Course through a combination of online and laboratory learning.
- B. Paramedic Training will provide approximately 1300 clinical hours. Preceptorships will be provided by the home agency. Students should generally see about 500 patients when working on the ALS units. In addition, these clinical hours include training with the hospital emergency department, operating room, intensive care unit & maternity units, along with observation days at Children's Hospital and Harborview Medical Center as part of the learning experience. Students average about 150 IV's and about 20 Intubations during this time.
- C. Paramedic Training will provide 650 classroom hours for both didactic and simulation lab learning.
- D. Provide weekly or monthly, depending on need, progress reports to the Department liaison.

Contact:

Assistant Chief Chris Dickison

360-629-2184

[CDickison@northcountyfireems.com](mailto:CDickison@northcountyfireems.com)

- E. Provide Paramedic Student Evaluations (Approximately 20).

- F. Provide Physician-Level Evaluations for certification.
- G. Prepare the student for National Registry of EMT's (NREMT) testing and certification.

**IX. Paramedic Training Program admission requirements:**

- A. Eligible Advanced Life Support Departments and Whatcom County Fire Departments or District employees meeting admission requirements as set forth in RCW 18.71.205 and WAC 246.976.041, will be considered for the program upon recommendation of the Paramedic Course Director. Enrollment is not open to the public.
- B. All students accepted for admission must have current Emergency Medical Technician (EMT) certification and a high school diploma or equivalent as per Washington State Department of Health (DOH) guidelines.
- C. Out-of-County students must be affiliated with an Advanced Life Support Agency and will have the recommendation of the Fire Chief and Out of County Medical Program Director or Supervising Physician to enroll in the Paramedic Training Program.

**X. Program Administration:**

College Supervisor: Matthew Santos, Dean of Allied Health, Bellingham Technical College, 3028 Lindbergh Ave., Bellingham, WA, 98225, (360) 752-8316, [msantos@btc.org](mailto:msantos@btc.org)

Paramedic Training Medical Program Director: Dr. Ralph Weiche, 1800 Broadway, Bellingham, WA 98225 (360) 778-8413 [rweiche@cob.org](mailto:rweiche@cob.org)

Whatcom County EMS Paramedic Course Liaison: Steven Cohen, MS, EMS Training Specialist; 800 E. Chestnut St. Bellingham, WA 98225 (360) 820-6157 [scohen@co.whatcom.wa.us](mailto:scohen@co.whatcom.wa.us)

Bellingham Fire Department Coordinator: Div. Chief Scott Ryckman, Medical Services Officer, Bellingham Fire Department, 1800 Broadway, Bellingham, WA, 98225, (360) 778-8413, [sryckman@cob.org](mailto:sryckman@cob.org)

Paramedic Lead Instructor: Capt. Rob Stevenson, 1800 Broadway, Bellingham, WA 98225. [rstevenson@cob.org](mailto:rstevenson@cob.org)

- XI. Nondiscrimination:** There will be no discrimination against any participant covered under the Agreement because of race, color, religion, national origin, sex (including pregnancy and parenting status), disability, age, veteran status, sexual orientation,

gender identity or expression, marital status or genetic information in programs or activities including employment, admissions, and educational programs.

- XII. Liability:** Each party to this Agreement will be responsible for the negligent or willful acts or omissions of its own employees, officers, volunteers or agents in the performance of this Agreement. Neither party will be considered the agent of the other, nor does either party assume any responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this Agreement.
- XIII. Term of the Agreement:** This Agreement will become effective upon date of final signature and will terminate upon completion of paramedic training. Completion of training is determined after all requirements for graduation and certification have been met. Termination of this Agreement shall be effective thirty (30) days following written notice of termination provided by either party in the case a student is unable to complete or is academically terminated from Paramedic Training. If modifications to this Agreement are deemed necessary, such changes shall be approved by the Department and the County unless such modifications are required based on State, Federal or Local law.
- XIV. Entire Agreement:** This Agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided for herein.

**Authority:** The parties represented and covenant that they are authorized to sign as authorized agents of their respective college/agency.

ACCEPTED, agreed, and signed as of the date first set forth below

EXECUTED, this \_\_\_\_\_ day of 6/23/2023, 2023, for North County Fire and EMS:

**Department Approval:**

DocuSigned by:



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John Cermak, Fire Chief  
North County Fire EMS  
8117 267th St.  
Stanwood, WA 98292

EXECUTED, this \_\_\_\_\_ day of 6/26/2023, 2023, for Whatcom County:

DocuSigned by:



1192C7C18B664E3...

Satpal Sidhu, County Executive

Christopher Quinn per email 1/13/23

Office of Prosecuting Attorney, Civil Division

## Exhibit 'A'

### Student Tuition Costs

#### FEE SCHEDULE FOR OUTSIDE AGENCIES

	DESCRIPTION	COST PER STUDENT
Preceptor Fee	Assigned Student Paramedic Preceptors (up to 9 students. BFD/CIFR)	\$0
Evaluation Fee	Formal Evaluation Reports	\$1,600.00
Student Equipment	Books, Stethoscopes, calipers, IV supplies, Disposable mannequin supplies, physiology training, anatomy dissection parts, Platinum Program, PALS/NRET testing, CAAHEP, Clinical Training Site visit, Safety Clothing for clinical	\$7,000.00
Bellingham Technical Costs	Course MPD Fees, BTC Fees, A&P Pre-Course, Program Instructors, accreditation fees and facilities.	\$8,750.00
Whatcom Co. Admin Costs	WCEMS Admin and Contract Support Services	\$2,800.00
Evaluation Fee	Formal Evaluation Reports	\$1,600.00
<b>Total per student</b>		<b>\$20,150.00</b>
<b>GRAND TOTAL</b>	<b>One Student</b>	<b>\$20,150.00</b>



# MEMORANDUM

**To:** Whatcom County Council  
**From:** Mike Hilley, EMS Manager

**Subject:** Interlocal Agreement/North County Fire and EMS for the delivery of Paramedic Training Services.

**Date:** October 27, 2022

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## **BACKGROUND:**

Whatcom County Council approved Levy Plan and budget authority for a 2023 paramedic training class. North County Fire and EMS desires to place one (1) Paramedic Trainee into the 2023 Paramedic Training Class.

## **FUNDING SOURCE:**

The paramedic training program is funded through the EMS Levy as approved by Council in the biennial budget process. North County Fire and EMS will reimburse the EMS Levy up to \$20,150.00 for one (1) Paramedic Trainee.

## **ACTION:**

Request authority to enter into the interlocal agreement between Whatcom County and North County Fire and EMS.

Please contact Mike Hilley at (360) 927-1155 if you have any questions or concerns regarding the terms of this agreement.