

Northwest Community EMS System ADVISORY BOARD

Date: May 11, 2023
Time: 9:00 – 10:30 AM
Place: LC 3 & 4 | Virtual via zoom

Meeting Minutes

- I. Call to order; introductions – Happy Nurses Week!
 - A. Meeting called to order by Connie Mattera
- II. **Reports of standing committees**
 - A. **Education Committee:** Charter approved 3/23
 1. **EMT class:** Current status S23 class; plan for fall
 - a. Connie Mattera (CM) provided update for Class S23 and plans for fall class.
 2. **PM class:** Progressing through Capstone; prep for Seminar hours and final exams; **graduation June 14th**; NREMT practical 6-16-23; prep for onboarding fall cohort.
 - a. CM provided update and information.
 3. **CE: Annual competencies** delegated to EMS Agencies should be in process using current skills sheets; links to approved online offerings included in March System report slide deck posted to website; CE hours validation due June 30th; IDPH-required Alzheimer's education will be conducted in August; exploring Vector Solutions enterprise option for streamlining CE documentation.
 - a. Alzheimer's education mandatory.
 4. **System entry:** Plan to increase testing efficiencies.
 - a. CM will propose at the next scheduled NWC Chief's meeting.
 5. **Peer educators:** Draft policy to review.
 - a. CM discussed Policy "P-7".
 - B. **PBPI:** Jason Brizzell – Advanced airway action plan progress: Data scrubbing by EMS agencies; impact on results so far; Bradycardia w/ pulse screen results. Ongoing areas of opportunity: IV success rates, stroke assessment, identification, Rx (IVs), OLMC alerts, & documentation, decisional capacity and suicide risk assessment and documentation.
 1. Jen Dyer assisting with data collection and organization.
 - C. **CARS:** CM – Hyperlinked SOPs are live/instructions sent re: access; BEFAST and LVO validation hiccups; transition planning for NEMSIS 3.5 ongoing
 1. Going "Live" 2024
 - D. **Cardiac Arrest:** Taylor McIntyre – Data collection and videos edits in process.
 - E. **R&D:** Scott Renshaw: Products reviewed: AMBU SPUR II BVM for children; 7-Sigma Airway Mannequins; TCI Articulating Bougie; SACETT Suction Above the Cuff ET Tube
 1. Delayed report, Doug Schubert (SFD) promoted to Lieutenant.
 2. AMBU devices approved.
 3. Attending EMS Conference (Louisiana)
 4. New mannequin vendor presentations attendance

III. **System updates**

- A. CM informed the group in regard to the LRFPD for going above and beyond during SNF staff shortage and also,
 - 1. Itasca FPD for great emergency preparedness drill (multiple scenarios)
- B. CM discussed recent position realignments reduced EMS Administrator roles from 2 FTE to 1.3.
 - 1. EMS Office will need to reframe work units.
- C. CM discussed and updated directory & Org chart.
 - 1. BLFPD assigned to GOMC.
- D. CM reminded the group and discussed NWC System memos since March (2023) meeting:
 - 1. 415: 3-27-23: Policy Updates A5, C2, D4 | Albuterol shortage contingency
 - 2. 416 3-28-23: NCH returns to Comprehensive Stroke Center effective immediately
 - 3. 417 4-10-23: Controlled Substance Log data – reminder re: audit findings
 - 4. 418 4-26-23: Impending end of Covid-19 Emergency Declaration
 - a. Return to Conventional Capacity | Change in masking guidelines.
- E. If glucagon shortage worsens, will add contingency SOP to the next System memo.
- F. Plans to implement MIH; program with newest addition of Wauconda FPD.

IV. **Region IX update:** All Region policies undergoing updates; CM discussed the following:

- A. **State updates: CESSA** planning continues | Council meeting: May 11
- B. See State Education Committee slide deck report sent 4-27-23.

V. **New Business:** Continuing the process of policy updates

- A. P4: PHRN
 - 1. Motion for email vote on P4 by 0800 5/12/2023 (deadline) by Kyle Marcussen (SFD)
Second: Krueger (LRFD) motion carried
- B. P7: Peer Educator I-IV
 - 1. Motion for email vote on P7 by 0800 5/12/2023 (deadline) by Kyle Marcussen (SFD)
Second: Kane (WFPD) motion carried
- C. C7 Confidentiality of Patient Records (HIPPA)

VI. Adjournment

- A. Motion for email vote on P4 by 0800 5/12/2023 (deadline) by Chief East (AHFD)
Second: Brizzell (SFD) motion carried

VII. **Next meeting – July 13, 2023**