

**Northwest Community EMS System
Advisory Board
MINUTES – January 17, 2013**

Topic	Discussion/conclusions
Call to order	Meeting was called to order by Pete Dyer at 9:05
Agenda	No changes to agenda
Approval Of Minutes CARS Committee	Rick motion to approve minutes, second by Georgene motion passed to approve minutes Rick Nosek spoke about the new template and that it can only be used for training purposes and that no live call can be documented on the new template. Rick also said that we are trying to become more electronic. The web site is still being updated and if you find anything old please let Connie or Rick know so we can make appropriate. Also please check the state website so you can make sure your personal information is correct. Pete asked why we are unable to use the new template and Rick said that before we use any new system IDPH needs to approve the report.
PBPI Joe Albert	New strategic plan has been approved. The Narcan screen has been completed and results to be reviewed. The current screen is Versed
Research & Development	Disposable back board cover was not approved due to some issue with the cover; The manufacturer came back and wanted the committee to please look over the product again. A camera laryngoscope was brought and there were some issues with the product working. Diana said that there are already Laryngoscope blade covers already approved.
Education Committee	No report
Emergency preparedness	Regional support is being worked on by committee concerning mass casualty incidents. The MVI/MCI matrix was approved in the fall by the chiefs. Another meeting will be occurring today to keep working on the policy and making it better. Pete Dyer said that there is still training needed and work still needs to be done to make everything better concerning this issue.
Old Business	None
Election of new members	Ron Swindler spoke and explained the process concerning the elections. Pete said that a mistake was made when he asked to be the paramedic member. Pete currently serves as the paramedic coordinator representative and that position is appointed by the coordinators. Pete is withdrawing his application at this time. Since Pete Dyer withdrew, Will Rogers will occupy the paramedic officer position and Steve Johnson was nominated since no one else applied for the paramedic officer position and Steve will be the alternate to Will for this position. Each one of the applicants introduced themselves for the non-officer paramedic position. On the first voting Collett Hudecek, Kyle Marcussen and Tom Wang were elected as members to member and James Denna was elected to the alternate. A second alternate was needed and a second voting was done with a tie between Benny Yee and Nathan Gac. On a third voting Nathan Gac was elected to the position of second alternate.

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Election of officers	Pete offered to stay on as the Board chair. Pete would then mentor the next person. Pete said that under the bylaws he cannot be the chair. By laws were changed to allow Pete to stay as chair. Motion passed to change by laws. Ron Swindler was nominated to the position of vice chair. Motion to make Ron Swindler vice chair. Motion passed.
Policies to be considered.	<p>Strategic plan was discussed. Some changes were discussed. Pete was concerned about the dispatch group and that they are involved in the system. Rick said that if we include the dispatchers there are numerous issues to include the dispatchers to follow compliance.</p> <p>Policy M-8 and R-7 need to mirror each other due to the issues of having a failure of a medical device a reportable incident. The policy needs to have a section so the medical director is notified after the failure. This needs to be included in the R-7 policy. A discussion ensued concerning both of these policies and how and when to notify the EMS medical director. Motion to change the policies to make sure the EMS medical director is notified during a failure of medical equipment. Motion passed</p>
Good of the system	Rick reminded everyone that you must safe guard your computer from HIPPA breaches. Please make sure you log out of the program not just the computer.
Adjournment	<p>Pete asked if we can change the dates due to a chief's conflict on the same date and times we meet on. Next meeting March 21, 2013</p> <p>Motion made to adjourn and passed at 10:45</p>