

**Northwest Community EMS System  
CARS Meeting Minutes  
Wednesday, May 9, 2018**

**Meeting Attendees:** See Attached Sign-In Sheet

TOPIC	RECOMMENDATIONS/ ACTIONS	FOLLOW-UP/ PERSON & DATE
<b>Call to Order</b>	Meeting was called to order by J. Klein in the 901 Building, Conference Room	J. Klein
<b>Agenda</b>	General Membership – Zach Major BCFPD Handed Out / Read Minutes from April 2018 were approved as written	J. Klein
<b>Open Issues</b>	Social Media progressing and recent work is scheduled for American Eagle to start placing Media Icons on the current website for user access. S. Parry will have to create an email address (Gmail) for ease of social media administrators now and in future to access Facebook and Twitter. S. Parry did not want to use his personal email for these instances. Twitter account was changed over from A. Rothenberg to S. Parry and now has full access.	S. Parry
<b>New Business</b>	There will be an opportunity to review the new smartphone application being developed. This “BETA” version will be a glimpse of what it will look like and possible functionality. Hopefully a meeting with the developer to come this month.  Going to call Image Trend to ask if our committee can get a listing of the current NEMESIS listing (in excel format) of “Symptoms (primary and secondary would be the same)”and, “Provider Impressions”. It is the committee’s opinion this would facilitate readability when reviewing for clarity. To be clear, not the NEMESIS lists, but what is actually listed in the ELITE FIELD drop down boxes for these data sets.  There was a brief tutorial on how to arrange, prioritize, activate or deactivate visibility for hospital transported lists. Under “resources/facilities” it was demonstrated how to turn on the base hospital contacted or to make it visible under hospital contacted. Keeping in mind that these lists can be edited per agency.  In addition there was a question on what criteria were needed to search in the “Provider Impression” lists for someone who had a fast heart rate (e.g. tachycardia would be listed using “Cardiac Arrhythmia”).  “Exam” portion of the print out has disappeared from view even though it shows as active in the print form manager. This is the case on all 3 NWCH printout versions listed. Unknown reason why this was happening. It was noticed by field users sometime this week 5/7/18. IT trouble ticket #327598 was created along with an hour long phone call to IT support. In the meantime a possible workaround was created with a button that will print the exam portion until the originals get fixed.	J. Klein  Rill/ Sennett  J. Klein/ Novak  Novakn

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	<p>Race &amp; ethnicity fields have been placed on the “Bedside” Tab as requested. A word of caution when confirming spelling of last names with patients to do that before choosing race or ethnicity as to avoid uncomfortable situations.</p> <p>Under the airway power tools PBPI requested that “Orotracheal Intubation Video Assisted” button be moved from its current 4<sup>th</sup> position to 1<sup>st</sup> position as the buttons show from left to right. The committee agreed to this change without objections.</p> <p>Patrick Sennett was not available for follow up at time of meeting.</p>	
<b>Meeting adjourned</b>	<p>Motion to adjourn 1<sup>st</sup> by Rasche / 2<sup>nd</sup> by Bagdade</p> <p>Minutes submitted by acting secretary J. Klein</p>	J. Klein