

Northwest Community EMS System
CARS Meeting Minutes
 Wednesday, January 9, 2019
 901 Building, Conference Room

Meeting Attendees: See Attached Sign-In Sheet

TOPIC	TIMELINE	RECOMMENDATIONS/ACTIONS	FOLLOW-UP/ PERSON & DATE	
Call to Order	@ 0905			
	Members/Guests:	General Membership – A warm welcome to Will Thomson PH and Billy Eisner LG who replaced M. Rill who has stepped down from the CARS committee as of 12/2018	J. Klein	
	Agenda: 0910	Handed Out / Read	J. Klein	
	Minutes: 0912	Previous minutes from December 2018 were distributed and read (thru email) and approved as read. 1 st by S. Hayden 2 nd by Brizzell (no objections)	J. Klein	
	Open Issues	@ 0914	Nothing new with social media outlets. Any correspondence would be forwarded by the EMS System to Parry for distribution (e.g. system memos, IDPH notices, and the like).	S. Parry
		@ 0917	EMS Smart Phone App. Is progressing and an updated prototype is in development (J. Denna will oversee). Currently working to get SOP pdf's to load and display correctly.	J. Denna
		@ 0921	American Eagle – Idle	Mattera (not pres.)
@ 0921		Printing Update – Idle	J. Klein	
New Business	@ 0922	Provider Impressions and Symptoms Lists – Should be meeting with Sennett soon either by phone/huddle meeting or in person to discuss future direction on these lists and how they impact workflow, etc. Hopefully by next meeting we'll have something to report.	J. Klein	
	@ 0927	Destination Team Alert Activation was discussed in the December meeting and it was stated a good idea for a possible future use, it was not in the best interest of the system at this present time.	Jordan	
	@ 0930	Continuous Compressions validation error without ventilations and as of 1/9/2019 there is no immediate fix from IT. We will confirm if a trouble ticket was created or if this was a development issue.	J. Klein	
	@ 0935	Narcan questions – There was a request to make the first question required (red), then alter the doses question to “total amount” if possible. Lastly, remove the last 2 questions to reduce clutter as they are not needed. This latter item was completed on 1/13/2019.	Brizzell	

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New Business con't	@ 0945	A request by members from both CARS and PBPI to develop a stroke power tool so that multiple stroke assessments (BEFAST) could be documented and time stamped on a single patient. Discussion followed. As of 1/13/19 we are currently having trouble trying to get the dynamic PT to turn on. This was built under the permission SYSTEM (carschair).	J. Klein/ Sennett
	@1010	Inactive Members – If you have retirees, duty disabilities, layoffs, terminations, etc. you can make those members INACTIVE. DO NOT DELETE as this will remove them from subpoenaed records. There was an issue last month where inactive – retired were not showing up on past records. Problem was resolved late Dec. 18 – Early Jan. 19 via an IT trouble ticket.	J. Klein/ Sennett
	@ 1015	Charter and 2019 Elections – The upcoming elections have several nominations and are as follows: Chair – Klein 2019 (2 yr term) Secretary – Lawler 2019 (yearly) Liaison to Advisory – S. Hayden Alt. – Sullivan 2019 (yearly) Liaison to Chiefs – Klein 2019 (yearly) Liaison PEMSC's – Rasche 2019 (yearly) Submit any other nominations to CARS Chair: jklein@vah.com Consider these nominations in compliance with the 2018 CARS Charter, 21 days' notice prior to the election held in Feb. 2019 meeting. The following positions will be up for nomination/election in 2020 Vice Chair – Denna (appointed by Chair) will step in to assume Rill's open position till 2020. Template manager – Klein Printout Manager – Klein Social Media – Parry Smart Phone Application – Denna	J. Klein
	@ 1030	Image Trend Connect Conference – Will be looking to send a CARS member to St. Paul, MN. End of July 2019. Discussion followed. Will be asking Chiefs approval for funding at their meeting on Jan. 18, 2019.	J. Klein
	@ 1040	CARES data not being imported as CARES did not want data transmitted. For some reasoning there was a problem within the CARES system and the IT interface. More information could be explained by A. Rothenberg.	J. Klein/ Rothenberg
	@ 1045	General Settings link not able to be seen in System (carschair) permission level	
	@ 1048	Can the Destination Alert Type list be edited down for clarity and eliminate errors in documentation.	Fyke
	@ 1050	Report Writer CQI cardiac arrest query issue	Brizzell

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	Post meeting follow up	Patrick Sennett was not available for follow up at time of meeting. Follow up will be completed with P. Sennett on these minutes prior to the Feb. 2019 meeting.	Unti/ Brizzell
Meeting adjourned	@ 1057	Motion to adjourn 1 st by Thompson / 2 nd by Hernandez Minutes submitted by acting secretary J. Klein	J. Klein