

**Northwest Community EMS System
Chiefs/Administrators Meeting
MINUTES – January 18, 2019**

Topic	Discussion/conclusions
Call to order	Meeting called to order at 8:30 AM. Minutes approved as written. Introduction of members/guests.
Advisory Board/Paramedic Program Advisory Committee	<ul style="list-style-type: none"> Continue to review policies; will need to submit entire policy manual with System plan in compliance with new Rules. Approved the Invalid Assist Policy. Deferred action on Variance policy pending additional information. Connie explained IDPH's renewed position on granting waivers and changes to System operation based on the new EMS Rules and national standards. 2018 EMS strategic plan achievement report was presented. 2019 plan is under consideration in light of the new vision and guiding principles of the EMS Agenda 2050. Vote: Chiefs members/alternate members to the Board were confirmed
PBPI Committee Jason Brizzell	<ul style="list-style-type: none"> 2019 PBPI plan approved by committee. Report given on stroke screen data; ketamine, and preliminary yearend data released. Report given by Dr. Jordan on cardiac arrest and CARES registry downloads.
CARS Committee	<ul style="list-style-type: none"> Report given on updates to the Provider impression/symptom lists; destination alert activations; naloxone question activation; CARES view issues; and the work being done to improve stroke documentation The CARS committee Charter update was approved and elections held for 2019. VOTE: Motion for EMS Agencies to share cost of sending two representatives to the Annual Image Trend Conference (1 PBPI; 1 CARS) not to exceed \$100 per agency. Passed unanimously. Connie will register two persons.
Education Committee	<ul style="list-style-type: none"> Committee meeting for January deferred to March due to overlapping dates with PBPI and R&D owing to the holidays EMT class report: F18 testing results to date; S19 enrollment PM class report: All successfully completed EMS 211 and 217 in December with good results; just began EMS 212 and 218. Preceptor classes scheduled for Feb. 18, 19, 20, 25, 2019; 0900-1200 (see System memo 375 sent 9/24/18); need approved preceptor paperwork; EMS agency agreements for those hosting students will be forwarded soon. CE: Gathering data on ECG re-assessment; results coming soon ECRN: Next class scheduled for March-May 2019. Auditors welcome to make up missed CE. Academic calendar posted to website. TNS fall class scheduled for late August through mid-November.
R & D Committee Ed Rogers Dr. Jordan	<ul style="list-style-type: none"> i-gel airway introduction during January in-station classes. Partnership with agencies for roll-out announced in System memo 376 (Dec 26, 2018). Agency education and competency measurement to be completed in February. Teaching materials made available to PEMSS; posted to system website. Can download slides onto a jump drive at Jan. PEMSC meeting. Drug and Supply list and Procedure manual has been updated to include new products/skill. Will be exploring Pulse Point software at March meeting. Continue to follow malfunction reports for MicroDot glucose meters.
System news Connie Mattera	<ul style="list-style-type: none"> Reminder: SOP update: May 2019 (mandatory with make-ups in June). System will provide full size SOP copies at no cost; agencies will be able to purchase pocket-size copies; phone apps in development for android and apple devices. CE and competencies delegated to agencies deadline this year: July 31, 2019 due to high volume requirements this spring. MIH pilot: Initial education completed for inaugural class of 13 from January 7-11, 2019. Go live planned for later this spring as soon as contract updates and final planning can be completed. DICO course coming February 7 & 8, 2019 at NCH and Feb. 5 & 6, 2019 at Spring Grove. NCH class is now full. Annual ImageTrend invoices received. Agency invoices will be issued soon now that end of year data report has been completed.

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State/National News Connie Mattera	<ul style="list-style-type: none">• System plan update templates issued by IDPH and forwarded to EMS Agencies on Jan 2, 2019. Due date: March 20, 2019• National EMS Scope of Practice model updated. Will roll into state practice when final edition is published. Will also roll into our SOP update.
Adjournment	The meeting was adjourned at 9:30 AM. The next meeting is scheduled for Friday, March 15, 2019, at 8:30 AM in rooms LC 3 & 4