

**Northwest Community EMS System  
Chiefs/Administrators Meeting  
MINUTES – November 16, 2018**

Topic	Discussion/conclusions
<b>Call to order</b>	Meeting called to order at 8:30 AM by Dr. Matthew Jordan. The September minutes were approved as written. Arlington Heights Chief Ken Koeppen will be retiring and transitioning to the Schaumburg Fire Dept. Andrew Larson has been named the acting Chief for AHFD. Our best wishes to Ken and welcome to Andy!
<b>Advisory Board</b> Michael Sharp	<ul style="list-style-type: none"> <li>• Paramedic program advisory committee report given.</li> <li>• Elections moved from January to March meeting. Officers will be elected when the new Board is seated as Nathan Gac has completed his two terms. Great job, Nathan. Thanks for your service!</li> </ul>
<b>PBPI Committee</b> Jason Brizzell	<ul style="list-style-type: none"> <li>• Reported on Sepsis and Naloxone screens; ketamine case study; comprehensive advanced airway data.</li> <li>• Cardiac arrest focus group and CARES registry download report given by Dr. Jordan.</li> <li>• Image Trend template updated to allow documentation of who administered the drug prior to EMS arrival (police/relative), and the dose that was given.</li> </ul>
<b>CARS Committee</b> Jason Brizzell	<ul style="list-style-type: none"> <li>• List refinement and Powertool creation ongoing.</li> <li>• PCRs returned frequently from IDPH with missing data.</li> <li>• SOP app being created. There is a \$99.00 fee to list the app in the Apple store.</li> </ul>
<b>Education Committee</b> Connie Mattera	<ul style="list-style-type: none"> <li>• <b>EMT class</b> report: F18 report to date. Larger than usual class will be completed in 2 weeks. Anticipate good result on the NREMT written exam.</li> <li>• <b>Paramedic class:</b> See Advisory Board report: Current status S19 class; EMS 210 &amp; 211 complete with excellent results; in EMS 217 (hospital clinical rotations); employer surveys coming soon. Jen Dyer is working with students in the clinical units to facilitate their transition from theory to practice and to coach assessment and documentation skills with good feedback.</li> <li>• Preceptor classes will be held in February, 2019. See System memo 375 issued on September 24, 2018 for dates, times, and locations. Preceptor application and agreements issues with that System memo.</li> <li>• <b>CE:</b> Excellent reports on recent CE classes that provided remediation based on the ECG identification results issued in September. The spring CE topics have been amended based on System feedback and needs assessment findings.</li> <li>• <b>TNS class:</b> Class finished on November 14, 2018. Thirty-three students passed the final practical exam and have been recommended to take the state written exam. LGH will host the Spring TNS class and the Fall 2019 class will be at NCH on Wednesdays from August 28-November 13, 2019.</li> <li>• <b>ECRN:</b> Next class is scheduled on Wed from March 20-May 15, 2019. Paramedics needing to make up CE are welcome to attend.</li> </ul>
<b>R &amp; D Committee</b> Ed Rogers	<ul style="list-style-type: none"> <li>• Approved transition to i-Gel extraglottic airway in early 2019. Peds sizes as soon as education can be completed and hospitals notified of supply and exchange needs, adult sizes by attrition. Drug and supply list and Procedure manual will be updated as soon as purchase price and ordering information is confirmed. Educational materials will be developed and distributed to PEMSCs.</li> <li>• Clinical practice alert issued on nonslip option for Lucas device.</li> <li>• GO bags are still available at the 901 building.</li> <li>• Research on better ECG leads will be done. Serious problem with monitors going black in the middle of a call.</li> <li>• Dr. Jordan reported a 43% ROSC rate in second quarter. Continue to carefully follow all cardiac arrest cases for outcomes and opportunities to improve our practice.</li> </ul>
<b>System news</b> Connie Mattera	<ul style="list-style-type: none"> <li>• Kourtney Chesney has been hired by the EMS office. The System Directory and Org. charts have been updated.</li> <li>• System Entry updates are posted on the website – all new active files are now electronic for fast distribution to hospitals; easier storage and archiving.</li> </ul>

<b>Topic</b>	<b>Discussion/conclusions</b>
	<ul style="list-style-type: none"> <li>• Reminder: DICO course February 7 &amp; 8, 2019 at NCH. Another course is being held in Spring Grove February 5 &amp; 6, 2019. Please make sure agency members are registered directly with Katherine West.</li> <li>• SOP updates: Deferred until May 2019 (mandatory class) with make-ups in June; CE deadline will be July 31, 2019.</li> <li>• MIH pilot: Approved by all Village Boards; one contract pending; active planning underway for education in January and early Spring go-live.</li> <li>• Holiday Breakfast: Thursday, December 13 – will be held at Chandler’s Golf Course in Schaumburg. 8:30 AM to 10:30:00 AM.</li> </ul>
<b>State/National News</b> <b>Connie Mattera</b>	<ul style="list-style-type: none"> <li>• Leslee Stein-Spencer is back until a replacement is hired.</li> <li>• EMS rule implementation plan released.</li> <li>• Agenda 2050 launch – webinar was held on 9/20/2018.</li> <li>• State strategic plan: Education and QI sections approved; full revision in process.</li> <li>• State EMS Site Code submission checklist approved – see handout.</li> </ul>
<b>Adjournment</b>	The meeting was adjourned at 9:30 AM. The next meeting is scheduled for Friday, January 18, 2019, at 8:30 AM in rooms LC 1 & 2.