

**Northwest Community EMS System
PBPI Meeting Minutes
Wednesday, January 2, 2018**

Topic	Discussion	Actions/Follow-Up
Call To Order	Meeting called to order at 0901 hours.	
New Members & Guests	New Members: Zack - Barrington/Countryside Jeremiah Johnson – Lake Zurich Scott Hayden – Palatine	
Minutes & Agenda	Motion to approve last month's minutes made by Joe, second by Ryan. All in favor, motion granted, minutes approved.	
Old Business a. November Sepsis Screen Further Analysis b. Ketamine Screen c. End of Year Report d. Charter and Plan Revisions e. Nominations for Open Committee Positions	<p>a. November Sepsis Screen Further analysis -- Jason did a breakdown of the sepsis data submitted. It seems like some folks are not recognizing the correlation between septic patients and the need to measure capnography.</p> <p>b. Ketamine Screen – Jason presented summary sheet. June – Nov. data collected, 10 reported incidents where Ketamine was used. In 2018 the SOPs will be revised, with an expanded scope of Ketamine included, primarily for kids pain management. The Ketamine discussion will be ongoing.</p> <p>c. End of Year Report – Joe distributed all of the year-end data for us to review. Our call volume continues to increase. One main point of discussion was the lack of documentation of video laryngoscopy. The system needs accurate data on this procedure in order to effectively show the success rate utilizing this piece of equipment. Lengthy discussion about documentation, ImageTrend and the inherent limitations of the program as well as some of the ways CARS has tried to manipulate (and continues to try) the software so that it is more user-friendly and provides accurate patient care information. General discussion regarding the rest of the year-end data. It was suggested to add some generic cardiac arrest data: i.e. # of arrests, ROSC, etc. Connie would like the report cleaned up a bit more before we vote on a final product. Jason and Joe will tease out some of the bad data and fix it, then email the final report out to the group for approval in an attempt to have this year-end report presented to chiefs later this month. As a side note, if we find errors in documentation that are just errant 'clicks' – we are allowed to go in and unlock the report and fix those mistakes.</p> <p>d. Charter and Plan Revisions – Jason distributed revised copies. Motion to approve charter made by Dr. Jordan, second by Joe. All in favor, motion granted, charter approved. Jason discussed the main changes to the Plan, which are the areas to be studied throughout 2018. Connie would like to add to our monitoring any incidents where a refusal was permitted and Epi was given for allergic rx. Additionally, Connie would like to have some language added about Mobile Integrated Healthcare (MIH). Jason will make the changes and then email out the plan for approval.</p>	<p>c. Once the final report is compiled, Jason will e-mail to members for approval.</p> <p>d. Jason will make final changes to the Plan and email to the group for approval.</p>

	<p>e. Nominations for Open Committee Positions – some discussion about the positions on the PBPI board and should there be some restructuring of our board? Ryan Rasche nominated himself to be the vice chair. Nominations closed by Joe. Vote - all in favor, none opposed. Motion granted; Ryan voted in as vice chair.</p> <p>Screen coordinator position – Adam Sielig put his name in. Motion to close nominations by Joe. Vote – all in favor, none opposed. Motion granted; Adam voted in as screen coordinator.</p>	
<p>New Business</p> <p>a. ImageTrend Conference</p> <p>b. Norepinephrine Screen</p>	<p>a. ImageTrend Conference – July 18-20 in Minnesota. Overall consensus is that we would like to ask the chiefs to send one member of PBPI again this year, so Jason will bring this to the chiefs later this month.</p> <p>b. Norepinephrine Screen – Jason handed out the screen for review. Discussed the elements of the screen. Also discussed the date range, because as is, over 6 months, there are a lot of runs that fall into the screen. We will cap the number of runs to 30 in and effort to reduce workload and gain compliance. Jason will make changes and send out for agencies to complete this month. He will also send out the excel spreadsheet with each agency's specific data.</p>	<p>b. Members should complete the Norepi screen by the end of the month and send to Jason.</p>
System Updates	<p>Most efforts right now focusing on the flu epidemic. Please clean your stethoscope and disinfect routinely. New rules happening at the state level, should not affect us drastically since we have already adopted many of the new rules. Dr. Jordan has expressed interest in maybe having a cardiac arrest sub-committee looking strictly at that sub-category of calls and providing direct review and feedback to the crews on each of these calls. There may be a change in protocol as the automatic compression devices become more prevalent...specifically we will likely be transporting a cardiac arrest pt. who has this device in place and taking them directly to the cath lab, which is a drastic change from our current protocol. More on that in the coming months.</p>	
From the floor / Closing remarks	<p>Please go to our social media outlets for updated information (Facebook and Twitter).</p>	
Adjournment	<p>Next Meeting – February 7, 2018.</p> <p>Motion to adjourn by Luke, second by Ryan. All in favor. Motion granted.</p> <p>Meeting adjourned at 11:07am.</p> <p>Minutes respectfully submitted by: Nichole Junge, RN, EMT-P</p>	