

**Northwest Association of Provider EMS Coordinators**  
**MINUTES**  
**January 26, 2012**

Topic	Discussion/Conclusions
<b>Call to Order</b> <b>Previous Minutes</b> <b>Review of Agenda</b>	<ul style="list-style-type: none"> <li>• Call to order at 09:10 by Rick Nosek</li> <li>• Request to modify minutes reflecting the Infection Control committee's search for a medical group that specializes in IC. Motion by Steve Johnson to approve. Second by Pete Dyer. Motion carried. Minutes approved.</li> </ul>
<b>Treasurer's Report</b>	<ul style="list-style-type: none"> <li>• None. Roger Fyke not present.</li> </ul>
<b>Meeting Topics</b>	<p><b>CARS:</b> Rick Nosek reported on the SWOT analysis conducted by the CARS committee. The group identified that some agencies have purchased different hardware which causes problems identifying issues relating to the program. Also, some departments do not have ability to import 12 lead EKG to the laptops. The committee also recognized that there are system members who do not generate reports on a regular basis and that there is a problem with creating quality reports. The committee reinforced that all personnel should train on the report program. The query process is not as easy as thought when the program was launched. These are all issues that can be resolved and will be worked on. One of the opportunities is using more templates and to make the reports easier to use. Document management and hospital transfer of reports is being addressed. The biggest threat is the lack of administrative access and that we need a second administrator to be trained and mentored by Image Trend and Rick. Subsequent discussion ensued regarding funding by NPEMSC to pay for the training of this person. Motion was made by Joe Tobiasz and second by Steve Johnson to allow up to \$1800.00 to be spent on the training of Image Trend in Minneapolis. Motion carried.</p> <ul style="list-style-type: none"> <li>• NWC EMSS web site: Adam Rothenberg is working with American Eagle on tech support for posting data. Connie in negotiations with AE regarding billing time for communication with their representative. More to come.</li> </ul> <p><b>ADVISORY BOARD:</b> Pete Dyer reported that the Board met this month. The refusal policy was approved and that Connie will post February 1, 2012. Other business included member representative elections and a report on the SWOT analysis for the Strategic Plan. Connie indicated that there are 19 new rules from IDPH and that some will need policies to be created to accommodate these changes. Connie spoke about several of these policies and how they may affect the system.</p> <p><b>R&amp;D:</b> Pete Przybysz reported on new items that are being evaluated including a warming blanket at NWCH. The Zoll representative attended and demonstrated their IV pump. The national drug shortages were addressed by Connie. The question was raised as follow up to previous discussions regarding the creation of a clean copy of the drug and supply list for the med engines. Connie said that she is working on a new copy that will address IDPH's reluctance to some changes. Diana spoke about the hypothermia resuscitation field trial and that there are issues with one of the coolers. The system is not recommending a particular brand. Another discussion evolved around coolers and heaters for IV fluids for ambulances that would be mounted permanently. Diana also said that warm IV fluids should not be kept on the warmer more than 14 days. Once they reach their system shelf life they can be discarded or donated to the paramedic class.</p> <p><b>EDUCATION:</b> Joe Tobiasz reported that the committee discussed the SWOT analysis. Additionally, the committee charter was updated. Video CE modules are in production. The transition for EMTs to the new curriculum is being developed by Chris Dunn and the education objectives and modules will be out soon. Connie informed the group that education must be done by December 31, 2012. Paramedics will be taught during the monthly CE. Connie requests that everyone inform their personnel that the education we do in this system is exactly what the national standard and current education is across the country. Nothing more is being taught than what is needed. Connie said that the lead instructor course will be in Elmhurst at Superior Ambulance in March.</p>

	Coordinators are reminded to inform their respective departments that they should monitor the web site and go there for system documents. The mini drills for the SOPs are being created and will be posted on the web site soon.
<b>System and State Updates</b>	<p><b>System Updates:</b></p> <ul style="list-style-type: none"> <li>• Preceptors need to get their applications and agreements filled out and submitted to the HEMSC. They will need to sign up for one of the two offered Preceptor classes.</li> <li>• Harper college is requiring that the paramedic class fall in line with the semester hours as established by the college. The adjustment will require that the paramedic class commence three weeks earlier. This will allow for students with financial assistance to receive the funds as requested.</li> </ul> <p><b>Region:</b> None</p>
<b>Correspondence</b>	None
<b>Old Business</b>	<ul style="list-style-type: none"> <li>• Discussion regarding the Drug &amp; Supply list for ALS transport vehicles. Connie indicated that the system has a waiver for certain items. The current list is fine.</li> <li>• The Emergency Preparedness "Summit Part II" will be held on March 5, 2012, 9 AM – 12:00PM at Prairie Lakes Park District building in Des Plaines. This will be the solution phase for the SWOT analysis conducted in Summit Part I with the effort being to review/revise the MPI/MCI policy.</li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>• Motion was made by Rick Nosek to change the policy that the NAEMSPC president be the representative to the Advisory Board. Motion carried.</li> <li>• Election of Association officer board conducted. Rick indicated that he respectfully will be stepping down. Pete Dyer was nominated and elected to the position of president. Luke Walker was nominated and elected to fill the position of vice president. Vic Tamosaitis expressed interest to be the secretary and was subsequently voted in as such. Roger Fyke was unopposed as treasurer and retains the position.</li> <li>• Pete was introduced as president. Pete asked the group to evaluate the status of NAEMSPC as a non for profit organization. Further discussion to take place at next month's meeting.</li> </ul>
<b>Next Meeting Adjournment</b>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 11:10AM</li> <li>• Next meeting – February 23, 2012, LC 7&amp;8</li> </ul>