

**Northwest Community Hospital
CARS Meeting Minutes
Wednesday October 11th, 2023
In Person & Zoom Meeting**

Meeting Attendees: Recorded via ZOOM and sign-in sheet created

TOPIC	TIMELINE	RECOMMENDATIONS/ ACTIONS	FOLLOW -UP/ PERSON & DATE
Members / Guests	@0906	General Membership –	
Agenda	@0908	Emailed on 10-10-23 for review. Subsequent email was sent to P. Dyer for posting to the website.	
Approve Minutes	@0910	The September minutes were previous read and hearing no changes they will be approved as read.	
<u>Open Issues</u>		Subsequent email sent to P. Dyer for posting to the website as of the approval of the October meeting.	
3.5 for review	@0911	Worked through some validation errors for the new form and will anticipate further corrections as more users start train and use 3.5. More orange (zero point rules) will be visible to the end user.	
ImageTrend & CAD	@0920	Dispatch CAD download software changes have been implemented and are working without error.	
Protocols Used	@0921	Have been addressed and will be looked into after the 3.5 rollout.	

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<u>New Business</u>			
3.5 education plan	@0923	M. Dahl made a hyperlink on an open Google drive account enabling the CARS committee to view the videos for content and clarity. Members will have access as soon as the meeting is over and an email with the link can be sent out. Details were explained on the November CE for documentation expectations.	
Signatures Validation	@1045	Corrected a setting for signature paragraphs that required a default language for those paragraphs to be visible. The paragraphs were updated and should have the individual agency place their own name where applicable within the paragraph text. Patrick Sennett created rule #4135 that accommodates signature criteria. Currently inactive	
Validation rule for Exam	@1057	Currently no active rule for exam there is a request for at least 1 to be done for each PCR. #4075 is a 3.5 rule that will be visible in December.	
NWCEMSS.org Broken Links	@1059	Some of the links for the website have incorrect URL address' and will not load the page correctly unless changed. VAD, Mission, and Strategic Plan. Also have the individual committees go through to make sure their links are operational.	
Kno2 reports not getting through to hospitals	@1125	Condell possibly not getting reports via DM through the Kno2 program. LG and Wauconda FD's advised to start a support ticket on this.	Eisner Christian sen
Next Meeting		November 8 th , 2023 (Black / 1 st)	

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Adjournment		Motion to adjourn by Klein & 2 nd Rill Minutes submitted by Secretary J. Klein	
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