

**Northwest Community EMS System
PBPI Meeting Minutes
Wednesday, January 3, 2024**

Topic	Discussion	Actions/Follow-Up
Call to Order	Meeting called to order at 0903 hours by Taylor.	
New Members & Guests	None.	
Minutes & Agenda	Motion to approve December (2023) minutes made by Phil, second by Jason. All in favor. Motion granted; minutes approved. No changes or additions to agenda.	
Old Business Pain Management Screen	Pain Management Screen – Temporarily on hold because all the training runs done in Nov/Dec have greatly skewed the data. Once we get these runs removed from the system, we will be able to run year-end data and the pain management screen. We need (Jim or Patrick) to clear these runs from the database before we can review the data. Adam and Taylor will follow up with both Jim and Patrick to see when and who can clear these runs from our database. A few recommendations for the pain screen are to see what medication was given, what dose, and what was the patient’s pre and post pain assessment (and are all assessments being measured – vitals, capno, pain score, etc.). We also want to measure if we are we getting the desired outcome from the medication and if capnography is being obtained on these patients.	Adam and Taylor will follow up with Jim and Patrick on removing the training runs from the database. Taylor will make recommended additions to the pain screen.
New Business a. January screen – Naloxone (1/23 – 12/23) b. 2024 Screen schedule c. 2024 PBPI Charter d. 2024 PBPI Plan e. End of Year Data Report f. Nominations for Data & Screen coordinator	a. January screen – Naloxone (1/23 – 12/23) – One of the elements we’d like to evaluate is who is giving the first dose. We can document a “prior to arrival” medication with who gave it and what the dose was (for example, police, bystander, etc.). b. 2024 Screen schedule – Taylor listed out the screen schedule for 2024. c. 2024 PBPI Charter – This charter has been brought up to date to align with charters of other committees. Additionally, we now have several recommendations from the National EMS Quality Alliance that have been added to our charter. Motion to approve the charter with the recommended changes made by Phil, second by Adam, all in favor, motion granted, 2024 PBPI Charter approved. d. 2024 PBPI Plan – Minor updates to synchronize with other committees’ plans. Screens added for each month as well and the sentinel monitoring events (Connie requested to add overrides to this list). Added “reportable incidents” policy mention in the plan. Suggested to break the sentinel events into 2 categories, one that is reportable from our end, and one that is if the state requests clarification on a run. Also need to change Epi to 1 mg/1ml. Motion to approve the plan with recommended by changes made by Tina, second by John. All in favor, motion granted, 2024 PBPI Plan approved. e. End of Year Data Report – Data is skewed because of the thousands of training runs, so we will hold off until those runs are eliminated from our database. f. Nominations for Data & Screen coordinator – Phil is interested in one of these positions. Taylor will meet with Phil after the meeting to explain each role, and hopefully one of these positions get filled.	Adam and Taylor will make suggested changes to the Charter as well as the Plan.

CARS Update	New rep needed between PBPI and CARS. This is an important liaison because we have a lot of overlap and interdependencies between these two committees. When PBPI finds inconsistencies or issues with documentation, we need the ability to bring it back to CARS to recommend changes or modifications to ImageTrend. Nemsis 3.5 has been live for a few weeks.	.
Region IX QI Committee Update	No updates.	
System Update	Enormous amount happening at the system level, so Connie will type up a memo and send out to each committee. Summary, EMT class has 92% success rate. Paramedic class is on a break right now, some students are struggling, some remediation will be taking place for a few of these students. Preceptor meetings set up for February. A reminder to chiefs and coordinators that applications need to be in before February in order to be considered for preceptorship. CoA will be back in October via a virtual visit – more updates on that will come as it gets closer. Procedure manual has been substantially updated. Drug and Supply list updated. System directory has several changes and will be updated and distributed toward the end of January.	
Cardiac Arrest Committee Update	Last meeting was in December. Times were in a decent spot for hitting major milestones during arrests, however there is some room for improvement. Had a minor discussion about Zoll's "case review" – for agencies that want to report to the system any valuable information they get from this report.	
From the floor / Closing remarks	Mobile integrated healthcare is reemerging. Connie is hosting education next week for how this will be implemented.	
Adjournment	Next meeting February 7, 2024 – motion to adjourn by Tina second by Kyle. All in favor, motion granted, meeting adjourned at 1000. Minutes respectfully submitted by: Nichole Junge, RN, EMT-P	