

**Northwest Community EMS System
PBPI Meeting Minutes
Wednesday, December 3, 2025**

Topic	Discussion	Actions/Follow-Up
Call to Order	Meeting called to order at 0906 hours by Adam.	
New Members & Guests	None.	
Minutes & Agenda	Motion to approve November '25 minutes made by Tyler, second by Adam. All in favor. Motion granted; minutes approved. No changes or additions to agenda.	
Old Business a. November Screen: Naloxone b. December Elections: Chair and Vice Chair c. Data Coordinator & Screen Coordinator Vacancies	<p>a. November Screen: Naloxone – Data was pulled for all of 2024. There was a total of 112 incidents where Naloxone was given throughout the year. Results were discussed among members in attendance. There were some discrepancies in the data presented, so Nichole will follow up and review the raw data to figure out what is accurate and what is not.</p> <p>b. December Elections: Chair and Vice Chair - Tyler is going to step up into the Chair position in light of the fact that there have been no other nominations.</p> <p>c. Data Coordinator & Screen Coordinator Vacancies – these positions are open and available for any interested member to step into. They support developing screens, compiling data and developing the year-end data report. Please let Adam know if you are interested in helping the committee out in one of these roles.</p>	Nichole will work through the Narcan raw data to get a more accurate understanding of the screen results.
New Business a. December Screen b. Year End Data c. PBPI Plan d. PBPI Charter	<p>a. December Screen: Kourtney and Adam had worked on a screen schedule for 2026, after last month's meeting. Adam will bring that schedule to next month's meeting to share with the committee members. For the time being, we will be running a Ketamine screen for December. Adam and Tyler will work on the screen elements and then send to agencies to evaluate their data.</p> <p>b. Year End Data – Adam will have a draft ready for the January meeting.</p> <p>c. PBPI Plan – Adam will update the plan to present at January's meeting.</p> <p>d. PBPI Charter – Adam will update the charter and present at January's meeting.</p>	
Sentinel Events	None.	
CARS Update	They did update Image Trend so that if a number gets added in the capnography field, it prompts the user to input a waveform as well.	
System Update	IDPH is coming out to do a site survey of our EMS System in July, 2026. The EMS department is hosting a luncheon in December for all system committee representatives. Flyer will be distributed shortly.	

Region IX QI Committee Update	None.	
Cardiac Arrest Committee Update	Scott sent out the most recent cardiac arrest scorecard, with agency specific data. Adam and Scott are continuing to collaborate on the cardiac arrest report guide to help medics documenting an arrest, so they know the required documentation elements, as well as to help facilitate consistency in report writing for these call types. Once the guide is finished, it will be sent to all agencies for use.	
From the floor / Closing remarks	None.	
Adjournment	Next meeting: January 7, 2026 – Motion to adjourn made by Tyler, second by Adam. Meeting adjourned at 0924. Minutes respectfully submitted by: Nichole Junge, BS, RN, Paramedic	