

EXECUTIVE COMMITTEE MEETING

MINUTES ~FINAL~	DATE December 17, 2014	TIME 8:30 a.m.	LOCATION ODPS – Division of EMS – C4-8 Conference Room 1970 W. Broad St., Columbus, Ohio 43223
ATTENDEES	<p><u>Executive Committee Members:</u> Tom Allenstein, Rebecca Baute (EMFETS Board Vice Chair), Pamela Bradshaw, James Davis, Geoffrey Dutton, Deanna Harris, Daryl McNutt (EMFETS Board Chair), Mark Resanovich, and Dr. Steve Steinberg</p> <p><u>ODPS-Division of Emergency Medical Services (EMS) Staff:</u> Tim Erskine, Melvin House, Sherry Harkness, and Ellen Owens</p> <p><u>ODPS Staff:</u> None</p> <p><u>Visitors:</u> None</p>		
ABSENT	Executive Committee Members:, Julie Rose and Dr. Jonathan Saxe,		
AGENDA TOPICS			
	TOPIC		
	Welcome		
DISCUSSION (D. McNutt)	<p>The meeting was called to order at 8:33 a.m. The meeting minutes from the June 18, 2014 were reviewed and approved without change.</p> <div style="border: 1px solid black; padding: 5px;"> <p><i>ACTION: Motion to approve the minutes from the June 18, 2014 meeting.</i> Dr. Steinberg – First. Ms. Harris – Second. None opposed. None abstained. Motion approved.</p> </div>		
	ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
	None		
	TOPIC		
	Chair's Report		
DISCUSSION (D. McNutt)	<p>Chair McNutt and Executive Director House will be meeting to discuss any issues/concerns and the status of current projects.</p> <p>The Committee chairs are encouraged to discuss any concerns regarding their respective committees so it can be brought before the Board.</p>		
	ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
	None		
	TOPIC		
	Old Business		
DISCUSSION (D. McNutt & M. House)	<p><u>EMS Strategic Plan, Key Focus Areas</u></p> <p>The Executive Committee discussed, reviewed, and each Committee Chair (if present) reported and updated the EMS Strategic Plan, Key Focus Areas as related to their committees.</p> <ul style="list-style-type: none"> • <i>Priority Area #1: Time Critical Diagnosis (TCD Committee, G. Dutton, Chair).</i> TCD Committee has not met in some time. The consensus of the TCD Committee is that it has accomplished all it can and will need to bring in other stakeholders in order to move forward. With that, the Committee continued to reach out to include other stakeholders, particularly the medical community. With the assistance of Committee members, Dr. Steinberg and Noah Gross, they were able to confirm that Dr. Michel Torbey, Medical Director, the Ohio State University's Neurovascular Stroke Center, will be in attendance at the next TCD meeting. In addition, Dr. Ernie Mazzaferri, Medical Director, Ross Heart Hospital, has expressed interest in meeting with the TCD Committee. This will allow for their feedback as well as their willingness to discuss TCD with their organizations. Dr. Cunningham, Tim Erskine, and Geoff Dutton will present the Committee's accomplishments thus far to both Dr. Torbey and Dr. Mazzaferri. • <i>Priority Area #2: Dispatch (EMS System Development, J. Davis, Chair).</i> Continue to wait for the Dispatch report to be released from EMS grantee which is due December 31, 2015. The Grantee will be invited to the EMFETS Board retreat in February to present their report. <p>Several people have stated their interest in participating in a Dispatch workgroup to follow-up to the Dispatch report. Some organizations that may be interested in are: 1) National Association of EMS Dispatchers (Ohio Chapter), 2) National Association of Communications Specialists</p> <p>Each group offers a similar 40 hour training program with certification and recertification requirements. However, the Committee will have to decide in which direction to move in regards to certification (if at all) as there are different dispatch types, EMS, Fire, Law Enforcement, etc.</p>		

- *Priority Area #3: Education (Education Committee, P. Bradshaw, Chair)*
 - Objective 2.2 Statewide clinical preceptor orientation and continuing education program was placed on hold as the Committee assisted with the MOC Capnography rollout.
 - The statewide instructor course has been completed.
 - Most of Strategy #1 has been completed and will be ongoing as revision/updates are needed.
 - Key Objectives 2.1 & 2.3 (excluding the 2.3.4 – exam being developed) have been completed. The Committee will need to determine what data is currently available, how it can be accessed and utilized effectively. However, until the accreditation process for all schools is finished, the complete data will not be available.
- *Priority Area #4: Medical Direction (Medical Oversight Committee (MOC), G. Dutton, Interim Chair).* Status information is not currently available to report on the progress. The MOC Committee discussed the language of the original capnometry motion of August 2014 requiring the use of capnography within the five years. Their concern was regarding the language: waveform is capnography and digital is capnometry. The MOC Committee would like to see the motion revised for clarification. In addition, the MOC Committee would like a firm date set in which waveform capnography is required rather than using the language “in five years”. The Executive Committee discussed the difference between the two, capnography vs capnometry. In addition, the Executive Committee discussed when the “firm” date should be set. The Executive Committee determined and will request that the date be set for January 2021. This will allow for a full five grant cycles prior to the requirement. The MOC Committee discussed the need and concern for more participation from the Board and physicians. Eric Wiedlebacher Committee member application will be presented to the Board as a new member of the MOC Committee.
- *Priority Area #5: Data (EMS System Development Committee, J. Davis, Chair).* The EMS System Development Committee discussed the need for an Annual Report with Statewide information including a breakdown by region, counties, etc. Currently the issue may be the lack of staff and funding. Tim Erskine, EMS Trauma Data Manager will work with staff to begin to develop the benchmark reports, develop a more detailed report, and present to EMS System Development Committee for review as progresses. Reporting on 1.1.4. – There is a national effort to create standards for EMS quality improvement programs. Tim Erskine is sitting on that committee.
- *Priority Area #6: Health and Safety (EMS System Development Committee, J. Davis, Chair).* Regarding the background checks, the EMS System Development Committee believed that their task has been completed. They believed that the Ohio Department of Public Safety, the Division of EMS needs to determine what direction and how to move forward with mandatory background checks. However, there is a need for the EMFTS Board to officially make their recommendation via motion that they support and approve the concept of requiring criminal background checks for all certificate holders. The Executive Committee discussed the need for background checks, the Boards support, as well as the funding and law/rule obstacles that will need to be overcome in making the background check mandatory. The EMS System Development Committee will present a motion to the Board for ODPS EMS to move forward with pursuing mandated background checks. #1.1.1. – *Identify the number of accidents involving emergency vehicles in Ohio.* – Collection of the data is challenging as it is not available or collected consistently throughout the state. The Committee would like to explore ideas of a unified report. Michigan currently using a very detailed report. A copy of Michigan’s report will be provided to the Board for review during the EMFTS Board February retreat. The Committee must analyze the current data available then perhaps move forward with possible training and education.
- *Priority Area #7: Disaster Preparedness (Homeland Security Subcommittee, M. Resanovich, Chair).* #3.1.1 *Develop criteria for resource utilization in crisis and submit to ODH.* The Ohio Medical Coordination Plan, EMS Annex has been submitted to ODH still waiting for their response. Executive Director House will follow-up. #5 *Active Shooter:* an Ohio active shooter presentation and a whitepaper will be presented to the Board for approval at the EMFTS Board February retreat.
- *Priority Area #8: Specialty Care (Specialty Care Ad Hoc Committee, Vacant, Chair).* There has been some push back from agencies that would be required to provide the additional training for specialty care. The Medical Transportation Committee and Critical Care Subcommittee are working together to address the issues/needs of specialty care transport. Law changes will be needed in order to move

forward with specialty care/specialty care transport and the necessary training and the cost of that training. MT Committee and the Critical Care Subcommittees will need to review what is currently included in the education/training scope and what will additional training is necessary for the possibility of a specialty care certification. *Specialty Care vs Critical Care* needs to be clearly defined. **RETREAT TOPIC:** Critical Care Paramedics, how should it defined, are agencies currently providing them, offering training; and does the State and/or EMFTS Board need to provide minimum standards. More discussion is needed.

- *Priority Area #9: Community Paramedicine (Community Paramedicine Ad Hoc Committee, D. Harris, Chair).* The Ohio Fire Chiefs’ Association and the Fire Alliance presented MIHC/Community Paramedicine proposed language. Anticipate that nothing will move forward legislatively until the Spring 2015. One concern is that paramedics may be used to replace nurses in state institutions (prisons, schools, etc.). There have been several stakeholder meetings where anyone interested is not only invited but encouraged to attend. Feedback is necessary.
- *Priority Area #10: Medical Transportation (Medical Transportation Committee, T. Allenstein, Chair).* The MT Committee has discussed establishing goals:
 - Create effective and enforceable rules.
 - Currently there is overlap goals of other committees – work together with the other EMFTS Committees to identify common interest and vet out to ensure all Committees are working in the same direction.

Committee Chairs are asked to continuing moving forward with current priorities. When the list was first established there were over a hundred priorities. The Board worked together to establish the most important top ten. Progress is being made, but must not lose focus on any of the current priorities. Committee Chairs are expected to continue with progress reports and addressing the items on their prospective Committee meeting agendas. If Committee Chairs need assistance they are encouraged to reach out to the Division of EMS

DISCUSSION (M. House)	<p><u>COMMITTEE REPORTS:</u></p> <p>Critical Care ~ Although the Subcommittee has not recently met, members have been working with outside associations to gain insight to the issue of critical interfacility transportation as reflected in the current scope of practice. They continue to explore ways to clarify the types of transportation that would require additional training and offer guidance and curriculum items to the medical directors responsible for providing that additional training. The information is being gathered and will be shared with the Education and Medical Oversight Committees.</p> <p>A SharePoint has been developed in order to post documents regarding air services best practices.</p> <p>The Subcommittee plans to meet prior to the EMFTS Board February meeting to discuss their goals and objectives.</p>
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DISCUSSION (M. House)	<p><u>EMFTS Board Seats Status</u></p> <p>EMFTS Seats: All the Board seats that were due to expire on November 12, 2014 have been filled by reappointment until November 12, 2017: Seat #4 Hospital Administrator and seat #10 EMS Provider both remain vacant.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Committees continue addressing the current Strategic Plan – Key Focus Areas.	All EMFTS Committee/Subcommittee Chairs	Ongoing

TOPIC	<p>New Business</p> <p><u>Committee Membership Process:</u> The Committee was given a draft copy of the committee membership process. The Committee agreed to move forward with the membership process with the addition of the note to all that the committees/subcommittees/ad-hoc committees/workgroups etc. may exceed maximum size permitted by the Ohio Administrative Code if a motion is presented and approved by the Board. The process seems to moving smoothly. The Division of EMS will continue to move forward with the process.</p> <p><u>Motions to be presented to the EMFTS Board</u> The Committee discussed the motions that the Committees will be presenting to the EMFTS Board.</p> <ul style="list-style-type: none"> • New Committee member applications
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DISCUSSION (ALL)	<p><u>Committee meeting notifications:</u> Recently there was a committee meeting cancelled without notice. Regardless if the Committee Chair is not available, the meetings can and will continue with the support of the EMS staff liaison, EMS staff, or another Committee member. Meetings will not be cancelled the day of the meeting. This is unacceptable and will not continue. Committee Chairs are asked to remind their members to RSVP to the meeting notices sent from the EMS staff liaisons.</p> <p>In addition, some committee meetings are overlapping creating quorum issues, the Chairs are asked to review their committee schedules and if possible make adjustments.</p> <p><u>RETREAT ITEMS:</u></p> <ul style="list-style-type: none"> • EMFTS Monthly Meetings – discussion for retreat • Teleconferences for Committee meetings instead of face to face (exemption for EMFTS Board?) – Sunshine law/Open Meetings Act discussion for retreat,
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Committee Chairs review their meeting schedules.	All Committee Chairs	ongoing

TOPIC	Good of the Order
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DISCUSSION (ALL)	<p><u>ACTION: Motion to adjourn.</u></p>
	The meeting adjourned at 9:58 a.m.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

ALL ACTION ITEMS	PERSON RESPONSIBLE
Committees continue addressing the current Strategic Plan – Key Focus Areas.	All Committee/Subcommittee Chairs
Committee Chairs review their meeting schedules.	All Committee Chairs

ATTACHMENTS
<ul style="list-style-type: none"> • None

NEXT MEETING
Next meeting: TBD