



Ohio Department of Public Safety  
John Born, Director

Division of Emergency Medical Services  
Melvin R. House, Executive Director



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State Board of Emergency Medical, Fire,  
and Transportation Services  
Daryl McNutt, Chair  
Rebecca Baute, Vice-Chair  
Dr. Carol Cunningham, State Medical Director

## **EXECUTIVE COMMITTEE MEETING AGENDA**

**State Board of Emergency Medical, Fire, and Transportation Services**  
**1970 West Broad Street (EMS Conference Room C4-8)**  
**Wednesday, June 17, 2015**  
**8:30 a.m.**  
**~FINAL~**

### **Roll Call**

### **Meeting Minutes**

- Approval of the December 18, 2014 Executive Committee meeting minutes

### **Reports**

- **Chair's Report**, Deanna Harris

### **Old Business**

- EMS Strategic Plan, Key Focus Areas
- EMFTS Board Seats – Status
- EMFTS Board Action Items

### **New Business**

- Committee membership – NEW member applications
- Motions for the Board
- Board Proclamation Discussion

### **Good of the Order**

### **Adjournment**

# EXECUTIVE COMMITTEE MEETING

MINUTES	DATE June 17, 2015	TIME 8:30 a.m.	LOCATION ODPS-Division of EMS – C4-8 Conference Room 1970 W. Broad St., Columbus, Ohio 43223
<b>ATTENDEES</b>	<i>Executive Committee Members:</i>	Tom Allenstein, Pamela Bradshaw, Geoffrey Dutton, Deanna Harris, Mark Resanovich, Julie Rose and Dr. Steve Steinberg	
	<i>(EMS) Staff:</i>	Executive Director Melvin House, Valerie Koker, and Ellen Owens	
	<i>ODPS Staff:</i>	None	
	<i>Visitors:</i>	None	
<b>ABSENT</b>	<i>Committee Members:</i>	Becky Baute, Jim Davis, Dr. Edward Michelson, and Dr. Hamilton Schwartz	

## A G E N D A   T O P I C S

TOPIC	Welcome
<b>DISCUSSION</b>	<p>The meeting was called to order at 8:34 a.m. The meeting minutes from December 17, 2014 were reviewed. Minutes are approved with the following change; amend the minutes to show Julie Rose as present.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b><i>ACTION: Motion to approve the minutes from the December 17, 2014 meeting.</i></b> Mr. Allenstein – First. Dr. Steinberg – Second. None opposed. None abstained. Motion approved.</p> </div>
TOPIC	Chair’s Report and Committee Reports
<b>DISCUSSION</b>	<p>Chairperson Harris requested the Committee chairs review the roster to identify who is active and who is inactive. Executive Director House stated each Committee is required to have two Board members; a chairperson and vice chairperson. Some of the committees lack diversity and if a committee member is not active they will need to be removed. Mr. Resanovich stated the importance of members participating due to the necessity of having a quorum. Ms. Harris asked the chairperson’s to identify a vice chairperson for each committee.</p> <p>Ms. Harris received a request from Mr. Davis to step down as chair of the EMS Systems Development Committee. Ms. Harris will seek approval to step down from Integrated Healthcare and then seek the chair of the EMS Systems Development Committee. Ms. Harris created a matrix to show each committee’s chairperson and vice chairperson. Ms. Harris reminded the Board members that each month a list of the Board members and all committee members are included in the Board Packet.</p> <p>Ms. Rose asked if the plan for the Specialty Care Committee is to repopulate. The committee is on hiatus due to legislative changes.</p> <p>A discussion evolved regarding certifications and endorsements. Executive Director House suggested Board members speak to their nominating organizations and discuss what they want to accomplish.</p>

## EXECUTIVE COMMITTEE MEETING

At the Board meeting Mr. Resanovich will request Barry Seth be added to the Resource Management Committee.

Mr. Resanovich stated there will be Board discussion regarding grants; requesting to award three grants at \$15,000 and one grant at \$30,000. The committee will also ask that it be written into the grant that the recipient purchase a heart monitor with capnography. Next year the committee will be looking at a better way to find those who really are in need of a grant. The system and scoring will be revised. Prospective recipients will also be asked what they are seeking to purchase with the grant money. The committee is addressing the needs and would rather see it go towards improvement of the system instead of returning to the general fund.

The Resource Management Committee would like to recruit new members to fill the vacancies.

Tim Erskine inquired about the data dictionary workgroup. Executive Director House stated the workgroup would be appointed by the committee chairperson.

MOC will request a motion regarding certifications of medical directors. The idea is to create a voluntary certificate of recognition for people who meet the requirements of medical directors and to create a pool of people for when an agency needs a medical director. A lengthy discussion ensued and it was proposed that a meeting with the legal department would be the best avenue at this time.

Ms. Harris stated the Board Proclamation will be tabled until the August 19, 2015 EMFTS Board meeting.

The 12-lead EKG and electronic transmission white paper written by Dr. Cunningham will be provided to the Board members and will seek approval at the August 21, 2015 EMFTS Board meeting.

Executive Director House suggested that the committees work on the action items from the board meetings in order to move EMS forward. ED House reported the ethics training will either be in August or October prior to the EMFTS Board meeting.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	Old Business
<b>DISCUSSION (Strategic Plan)</b>	<p><u><i>EMS Strategic Plan, Key Focus Areas</i></u></p> <p><i>Priority Area #1: Time Critical Diagnosis Ad-Hoc Committee, Geoff Dutton, Chair</i></p> <ul style="list-style-type: none"> <li>○ 1.2.3 – Craft concepts from which legislation or rules can be drafted as it relates to EMS standard of care. Geoff Dutton stated this has been completed.</li> </ul> <p><i>Priority Area #2: Dispatch (EMS System Development Committee, Jim Davis, Chair)</i></p> <ul style="list-style-type: none"> <li>○ The committee has not had a meeting for a couple months. Executive Director House is seeking financing for an REP. The correct information has not yet been obtained in order to move forward.</li> </ul>

## EXECUTIVE COMMITTEE MEETING

### *Priority Area #3: Education (Education Committee, P. Bradshaw, Chair)*

- 2.1.1 - Analyze certification exam results to determine area of deficiencies is still ongoing. Ms. Bradshaw stated these issues will most likely always be ongoing.
- 2.2 – Ms. Bradshaw reported that as more schools become accredited there will be more activity.

### *Priority Area #4: Medical Direction (Medical Oversight Committee (MOC), Geoff Dutton*

- Mr. Dutton – 1.2.1 through 1.2.4 (*Seeking statutory authority to develop and require medical director certification for all agency medical directors.*) A meeting with the legal counsel is necessary to inquire as to what can be accomplished regarding these issues.
- The alignment with the State's Homeland Security regions will come into effect, July 1, 2015. Dr. Cunningham will bring a list of physicians to the Board meeting for approval.
- Ms. Owens stated the rural southeast area is open. The current two physicians decided not to reapply. It was suggested to have town meetings to propel interest in that area. If committee members are aware of someone who may have an interest; direct those to the committee and an application will be sent.

### *Priority Area #6: Health and Safety (EMS System Development Committee, Deanna Harris for Jim Davis)*

- The EMSIRS annual report is done; however, it is still a draft. A motion to approve will be requested at the Board meeting. Once approved the report will be placed on the website. Dr. Cunningham has agreed to write a forward regarding the EMSIRS Report.
- 1.1.1 - *Identify the number of accidents involving emergency vehicles in Ohio.* – Collection of the data is ongoing and will be discussed at the next committee meeting.
- Mr. Resanovich suggested that the Homeland Security Committee will work on #2; *Violence in the workplace and assault on providers.*

### *Priority Area #7: Disaster Preparedness (Homeland Security Sub-Committee, Mark Resanovich, Chair)*

- Everything is completed except the CHEMPACK. Recommendations were received from the Ohio Department of Health and hopefully by August the modifications will be brought to the Board.

### *Priority Area #8: Specialty Care (Specialty Care Ad-Hoc Committee, vacant, Chair and Medical Transportation Committee, Tom Allenstein, Chair)*

- Ms. Rose said the committee would take on the critical care section and create a path for the future. The committee is in the process of vetting out whether this is something good for Ohio patients, if so, we will continue to work on certifications or endorsements.

### *Priority Area #9: Community Paramedicine (Community Paramedicine Ad Hoc Committee, Deanna Harris, Chair).*

- Ms. Harris reported it is in Substitute HB 64, and it should be known by the end of the month if the bill passes.

## EXECUTIVE COMMITTEE MEETING

Priority Area #10: Medical Transportation (Medical Transportation Committee, T. Allenstein, Chair).

- 2.1.1 is ongoing due to working with the other committees. Mr. Allenstein said the important issue is if we should start a process to change legislation since it is so broad. The standard of practice will be addressed and incorporated into the rules.
- The change to the Triple K (KKK) specifications will be effective July 1, 2015 for newly built ambulances. With multiple ambulances they will need an additional stretcher. The cost can be as much as \$28,000 for each ambulance.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	NEW BUSINESS
DISCUSSION	None

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	<u>Adjournment</u>
DISCUSSION	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"><b><u>ACTION: Motion to adjourn.</u></b> Ms. Bradshaw – First. Mr. Allenstein – Second</div> <p>The meeting adjourned at 9:38 a.m.</p>

TOPIC	<u>Next Meeting</u>
DISCUSSION	The next Executive Committee meeting will be held on August 19, 2015, 8:30 a.m.


# EXECUTIVE COMMITTEE MEETING

MINUTES	DATE August 19, 2015	TIME 8:30 a.m.	LOCATION ODPS-Division of EMS – C4-8 Conference Room 1970 W. Broad St., Columbus, Ohio 43223
<b>ATTENDEES</b>	<i>Executive Committee Members:</i>	Tom Allenstein, Becky Baute, Pamela Bradshaw, Geoffrey Dutton, Deanna Harris, Mark Resanovich, Julie Rose and Dr. Steve Steinberg, Dr. Hamilton Schwartz	
	<i>(EMS) Staff:</i>	Executive Director Melvin House, Valerie Koker, and Ellen Owens	
	<i>ODPS Staff:</i>	None	
	<i>Visitors:</i>	None	
<b>ABSENT</b>	<i>Committee Members:</i>	Jim Davis	

## A G E N D A   T O P I C S

TOPIC	Welcome
<b>DISCUSSION</b>	<p>The meeting was called to order at 8:36 a.m. The meeting minutes from June 17, 2015 were reviewed.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p><b><i>ACTION: Motion to approve the minutes from the June 17, 2014 meeting.</i></b> Mr. Allenstein – First. Ms. Bradshaw – Second. None opposed. None abstained. Motion approved.</p> </div> <p>Executive Director House distributed Chapter 4765-8 and Chapter 4765-9 for review. With the approval of the EMFTS Board these will be filed with the Business Impact Analysis with the Common Sense Initiative Office. Chapter 8 is being filed as no change and Chapter 9 has two rule changes.</p> <p>All EMFTS Committee members will be appointed or reappointed in February at the 2016 Retreat. All current members with the exception of those committee members who were appointed in the last quarter of 2015 are required to submit an application and updated resume.</p> <p>A discussion ensued regarding the responsibilities of the chair, vice chair, liaison and support personnel.</p>

TOPIC	Chair's Report and Committee Reports		
	ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
	Update document of responsibilities of the chair, vice chair, liaison and support personnel	Valerie Koker	

TOPIC	Old Business
<b>DISCUSSION (Strategic Plan)</b>	<p><b><u>EMS Strategic Plan, Key Focus Areas</u></b></p> <p><u>Time Critical Diagnosis</u> Priority 1 – No updates.</p> <p><u>EMS System Development Committee</u> Ms. Harris will make contacts regarding dispatch practices.</p> <p><u>Education Committee</u> Ms. Bradshaw stated everything has been completed except for 2.2 which requires</p>

## EXECUTIVE COMMITTEE MEETING

funding to conduct a cost and operational needs assessment.

Medical Direction

No updates.

EMS Systems Development

1.1.2 is ongoing.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	NEW BUSINESS
DISCUSSION	None

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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TOPIC	<u>Adjournment</u>
DISCUSSION	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p><b><u>ACTION:</u> Motion to adjourn.</b> Ms. Bradshaw – First. Ms. Rose – Second</p> </div> <p>The meeting adjourned at 9:41 a.m.</p>

TOPIC	<u>Next Meeting</u>
DISCUSSION	The next Executive Committee meeting will be held on December 16, 2015, 8:30 a.m.

# EXECUTIVE COMMITTEE MEETING

DRAFT MINUTES	DATE December 16, 2015	TIME 8:30 a.m.	LOCATION ODPS-Division of EMS – Conference Room 1102 1970 W. Broad St., Columbus, Ohio 43223
<b>ATTENDEES</b>	<i>Executive Committee Members:</i>	Tom Allenstein, Becky Baute, Karen Beavers, Pamela Bradshaw, Deanna Harris, Julie Rose, Dr. Hamilton Schwartz, Diane Simon	
	<i>(EMS) Staff:</i>	Tim Erskine, Executive Director Melvin House, Valerie Koker, and Ellen Owens	
	<i>ODPS Staff:</i>	Michael Wise	
	<i>Visitors:</i>	None	
<b>ABSENT</b>	<i>Committee Members:</i>	Jim Davis and Mark Resanovich	

## A G E N D A   T O P I C S

TOPIC	Welcome
<b>DISCUSSION</b>	<p>The meeting was called to order at 8:32 a.m. The meeting minutes from August 19, 2015 were reviewed.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b><i>ACTION: Motion to approve the minutes from the Executive Committee Meeting on August 19, 2015.</i></b> Mr. Allenstein – First. Dr. Schwartz – Second. None opposed. None abstained. Motion approved.</p> </div>
TOPIC	Chair’s Report and Committee Reports
<b>DISCUSSION</b>	<p>Ms. Harris reminded those that wish to be reappointed to a committee is required to submit a new application. Committee members appointed during the fourth quarter of 2015 shall not be required to submit a new application. A discussion ensued as to whether Board members need to submit resume/cv. It was decided that they did not need to submit a resume since it is on file as a board member. A document regarding the responsibilities of committee members, liaisons, and support personnel were distributed to all members.</p> <p>Executive Director Mel House reported that the recording and microphones for the new conference center has not been installed. The old sound system will be utilized until the new system is in place.</p> <p>Motions to be brought before the Board:</p> <ul style="list-style-type: none"> <li>• To move Chapter 4765-8 and 4765-9 to JCARR (Diane Simon)</li> <li>• RPAB 6 made changes to protocols/need approval (Tim Erskine)</li> <li>• To approve the Alliance of Ohio Trauma Registrars equivalent course (Tim Erskine)</li> <li>• To have Resource Committee to review the incorporation of pediatric research grants. (Dr. Schwartz)</li> </ul> <p>A discussion ensued regarding ethics and the future of the Resource Committee. Therefore it was decided the pediatric research grant motion will not be brought to the Board at this time.</p> <ul style="list-style-type: none"> <li>• To add a vice chair to the Critical Care committee. (Julie Rose)</li> </ul>

# EXECUTIVE COMMITTEE MEETING

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None	None	None	

TOPIC	Old Business
<b>DISCUSSION (Strategic Plan)</b>	<p><b><u>EMS Strategic Plan, Key Focus Areas</u></b></p> <p><i>Priority Area #1: Time Critical Diagnosis Ad-Hoc Committee</i></p> <ul style="list-style-type: none"> <li>○ 1.2.3 – Craft concepts from which legislation or rules can be drafted as it relates to EMS standard of care. Ms. Harris reported this as complete.</li> <li>○ 1.2.4 – A large group of stakeholders met and have found leaders within the group to represent each of the communities; trauma, stemi, and stroke. This will be an ongoing process as this is in the early formative stages.</li> </ul> <p><i>Priority Area #2: Dispatch (EMS System Development Committee, Deanna Harris, Chair)</i></p> <ul style="list-style-type: none"> <li>○ Ms. Harris reported the committee met December 15, 2016. Dispatch will continue to be reviewed, however, EMS does not have authority over dispatch.</li> </ul> <p><i>Priority Area #3: Education (Education Committee, P. Bradshaw, Chair)</i></p> <ul style="list-style-type: none"> <li>○ The National Registry will be presenting a new program; National Continued Competency Program. The education committee will meet at Columbus State on January 11, 2016 and also attend the National Registry presentation.</li> </ul> <p><i>Priority Area #4: Medical Direction (Medical Oversight Committee (MOC))</i></p> <ul style="list-style-type: none"> <li>○ Mr. Dutton was not in attendance.</li> </ul> <p><i>Priority Area #5: Data (Deanna Harris)</i></p> <ul style="list-style-type: none"> <li>○ 1.1.1 - Review and refine the “Data Usage” policy. A process is written, however, EMS Legal will need to be included in the discussion. The data usage policy was included in your board packet.</li> <li>○ 1.1.3 – Create and publish an EMFTS board annual report. <i>Ongoing.</i></li> <li>○ 1.1.4 – Create quality improvement program. The National Standards will be incorporated into the Ohio report. <i>Ongoing.</i></li> <li>○ Tim Erskine reported on the EMS Compass Project. <a href="http://www.emscompass.org">www.emscompass.org</a></li> </ul> <p><i>Priority Area #6: Health and Safety (EMS System Development Committee, Deanna Harris)</i></p> <ul style="list-style-type: none"> <li>○ 1.1.3 – Driver Training - A motion was made at the August board member and needs to be incorporated into the rules. <i>Completed.</i></li> </ul> <p><i>Priority Area #7: Disaster Preparedness (Homeland Security Sub-Committee, Mark Resanovich, Chair)</i></p> <ul style="list-style-type: none"> <li>○ No report - Mark Resanovich not present.</li> </ul> <p><i>Priority Area #8: Specialty Care</i></p> <ul style="list-style-type: none"> <li>○ 1.1.4 – EMS Legal will be asked to review the authority of the EMFTS Board to create certifications. If it is not permitted by law then new legislation would be needed.</li> </ul>

## EXECUTIVE COMMITTEE MEETING

*Priority Area #9: Community Paramedicine (Community Paramedicine Ad Hoc Committee, Deanna Harris, Chair).*

- Ms. Harris reported the resource paper was placed on the EMS webpage regarding Integrated Mobile Healthcare.
- Ms. Harris suggested that the Integrated Healthcare Committee be disbanded due to all of the objectives being met.

*Priority Area #10: Medical Transportation (Medical Transportation Committee, T. Allenstein, Chair).*

ED House reported that there is a proposed bill that would essentially change the definition of an ambulance. A meeting will be set up with the sponsor. Alex Lapso will provide more information at the Board meeting.

- *1.1.1 and 1.1.2 – Rules* - Mr. Allenstein reported the committee is currently working on the Medical Transportation rules. *Ongoing.*

**EMFTS Board Action Items**

- Adopt federal recommendations or national standard for the Medical Transportation Committee to draft Ohio specific ambulance requirements. *On hold.*
- *Trauma Committee – Burn Centers – ongoing.*
- *EMS System Development – Dispatch Certification – ongoing.*
- EMS Awards – Tom Tallman will have a report at Board meeting – *complete.*
- Charter’s policies to determine extreme weather. Dan Swords will present at the Firefighter and Fire Safety Inspector Training Subcommittee – *ongoing.*

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	NEW BUSINESS
DISCUSSION	None

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	<u>Adjournment</u>
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DISCUSSION	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p><b><u>ACTION: Motion to adjourn.</u></b> Mr. Allenstein – First. Ms. Beavers – Second</p> </div> <p>The meeting adjourned at 9:45 a.m.</p>
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TOPIC	<u>Next Meeting</u>
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## EXECUTIVE COMMITTEE MEETING

### DISCUSSION

The next Executive Committee meeting will be held on April 20, 2016, 8:30 a.m.