

**N.H. EMERGENCY MEDICAL & TRAUMA SERVICES
COORDINATING BOARD**

Richard M. Flynn Fire Academy

NON-APPROVED MINUTES OF MEETING

January 17, 2008

Members Present: Steve Achilles (Chair), Al Burbank, Michael Cloutier, Dave Dubey / Jonathan Dubey, David Duquette, Janet Houston, Don Johnson, Doug Martin (Vice Chair), George Patterson, Michael Pepin, Suzanne Prentiss, David Strang, John Sutton,

Members Absent: Eileen Bartlett, David Hogan, Ken Howe, Terry LeBlanc, Karen Lord, Joseph Mastromarino, Rick Mason, Jackie Normile, David Tauber

Guests: Jeanne Erickson, Steve Erickson, Shawn Riley, Doug McVicar

Bureau Staff: Vicki Blanchard, Kathy Doolan, Eric Perry, Mike Schnyder

I. CALL TO ORDER

Item 1. The meeting of the EMS & Trauma Services Coordinating Board was called to order at 1:00 PM by Chairman Steve Achilles, on January 17, 2008 at the Richard M. Flynn Fire Academy in Concord, NH.

S. Achilles welcomed two new members to the Board: Michael Cloutier representing NH American Heart Association and Jonathan Dubey representing the NH Ambulance Association.

II. ACCEPTANCE OF MINUTES – S. Achilles asked for comments on minutes. **Corrections were noted as follow:** D. Strang asked that “ed” be added to the end of the word question“s” on page 4/paragraph 3 and on page 4/paragraph 5 the “time of” be changed to “time for”. A motion to accept the minutes with the noted correction was made by A. Burbank and seconded by D. Strang - all approved. [Two additional spelling corrections were made after the meeting]

Special Request: Prior to the start of discussion, Bureau Chief Prentiss asked for a moment of silence for two individuals who had been EMS Providers in New Hampshire and had recently lost their lives: Michael Sandoe – Golden Cross Ambulance & John Stumpff – Dover Fire Department

III. DISCUSSION ITEMS

Item 1. NHEMS Medical Control Board Report: Moved by special request to later on the agenda.

Item 7. Scope of Practice/New Education Standards: [Moved up on the agenda by special request] E. Perry presented a handout and powerpoint, reviewing the history, differences and similarities to the current process and next steps that are planned in the implementation of the new national standards in New Hampshire. In general, New Hampshire will have fewer difficulties than many other states. All Provider levels will build off of the previous level, accreditation will be required for Paramedic Programs and the implementation will be a three year phase-in as currently planned.

Many questions and a great deal of discussion ensued. S. Achilles asked what guidance was being requested from this Board – S. Prentiss stated that the Board needs to be kept in the loop as things move forward and it will be brought to the Board when the implementation stage is reached.

E. Perry mentioned that many states are looking to New Hampshire as an example and watching the changes progress. S. Prentiss mentioned that it will be similar to the 1995 Curriculum Rollout. B. Perry asked what the timeline looked like and the Bureau Chief stated that a draft would be ready by the summer of 2008 and that 2009-2010 would be the adoption time frame.

E. Perry asked that comments on the process be directed to him and mentioned that NH is very involved nationally.

Item 1. J. Mastromarino was not present to give the report from the morning meeting. V. Blanchard gave a summary of the discussions and decisions that were made. Various protocol updates were discussed – NG tubes, sedation issues and CPAP. The need for “scavenger devices” on nitrous oxide units was held, including the requirement for exhaust fan use in the patient compartment when the drug was being administered. Other changes in format and grammar will be included in the 2009 Protocols.

J. Sutton reported on the Trauma Review Committee presentation that was given to the Medical Control Board earlier in the day discussing the rewrite of the NH Trauma Plan that is taking place which will be more representative of how the hospitals in the state actually work.

(Please see the Medical Control Board Minutes of September 20, 2007 for complete details.)

Item 2. NHBEMS Report: S. Prentiss reported on current projects and happening in the Bureau. The Research Sections, Program Specialist III

position will be advertised again because the individual chosen from the previous process declined the position.

The relocation of the Northern NH EMS Office is moving forward and a new Gorham site is possible.

The New London Hospital, Mt. Sunapee Conference is coming up on April 25, 26 and 27 with assistance from the Division.

A special note was made within the Bureau Report to help clarify to the EMS community that the Protocols are created by the Protocol Committee with review and adoption by the Medical Control Board and are not a creation of Bureau Staff as has been thought by some. Each EMS Region has representation on the Medical Control Board and this is the avenue for Providers to take in order to have their thoughts brought forward to the Board and Committee.

The Bureau Chief mentioned that course audits are now being performed by the Education Staff as a quality management tool. The National Registry CBT status was also reported on.

Field Services is busy with licensing, investigations and a new licensing brochure is being distributed.

M. Schnyder will report on TEMSIS later in the agenda. The Trauma Conference was well attended in November and Dr. Sutton gave the Trauma Review Committee update.

AED related projects – the NH HeartSafe Communities program will hold a kick-off the last week of February, and the AED Advisory Commission is meeting and holds a school system focus.

The Line of Duty Death Bill (316) hearing had a good showing from EMS and the discussion was positive, all in the EMS community are urged to contact their Legislators.

A Heart Association backed Bill (1136) on required training for persons who may use AED's was put forward – comments were made extending concern that this is unrealistic and that the point is that AED's do not require "training". This Bill will extend protection to Physicians. Further group discussion explained that a core group of people that work in the facility with an AED, should be properly trained to use the machine and access the 911 system.

An additional Bill (1201) has to do with training on immunization procedures during drills – the Division is working with the Bills sponsor so that proper wording will be included in the NH Patient Care Protocols, and the MCB will be included in decisions effecting protocol changes.

(Please refer to the written report for complete EMS Bureau update)

Item 3. Coordinating Board Planning Retreat Update – S. Achilles reported that he had had discussion with S. Prentiss and is planning a spring retreat at a location to be announced but possibly the Fish & Game building on Hazen Drive. The topics for the retreat, which will include all three advisory Boards, will include statewide system and global planning. In order to do that an orientation session to educate the participants, will be required before the retreat.

D. Duquette suggested handing out a draft agenda for input by participants and to involve a mediator who is not involved in the process. S. Achilles mentioned that he and the Bureau Chief have discussed a mediator and who it might be. He also mentioned that the education session before the meeting will help with efficiency.

S. Prentiss stated that the NHTSA model (handout in folders) makes key system points and that New Hampshire is a pilot state for the self-assessment tool. This would be good to use during the retreat.

S. Achilles mentioned that if a member does not wish to participate they should let him know. After discussion a decision was made that the education session will be planned for June.

Item 4. Hospital Diversion Update – S. Achilles reported that he has been working on this with the Region III sub-committee and Kathy Bizarro from the Hospital Association has been assisting. The goal is not to have hospital diversions at all but if they need to happen this will put a process in place for hospitals to use. S. Achilles will send out the final draft to the Board via email, once it is ready.

Item 5. Equipment List changes/rules changes – S. Achilles began the discussion by reminding the group of the previous meeting discussion about a gauge being required on suction units and about other new equipment that may be needed in the future, also the current requirement may need changing. A sub-committee was created including J. Houston and D. Martin.

J. Houston handed out the ACEP list of equipment and the Divisions list for licensure of emergency vehicles. She explained that concerning the suction units, AHA-PALS requires a suction unit capable of various speeds for both the fixed and portable versions, and that it has specific pressures required. J. Houston reported that she had spoken with manufacturers and that most had options for their current machines...some have “set screws” that can be moved to allow for a lower pressure but that these are only for machines made in the past few years. On others a retrofit can be made with a regulator that cost approximately fifty dollars (\$50.00) for the older machines.

D. Strang mentioned that he had gone to some of his local EMS Units and they reported to him that a suction unit usually lasts about ten years or more and costs about \$500 – \$600. He suggested after speaking with his Providers, that a sunset date be instituted by which each Unit would be required to upgrade to a suction unit with this ability. S. Achilles suggested that currently a “sunset” date would not be needed but if the equipment list was changed to require this variable speed suction, then it could be added.

Discussion on the process by which administrative rules are changed and the status of the interim rules, took place. S. Achilles proposed that a list of future changes to the equipment requirements would be positive and that the subcommittee should include an EMS Staff member – T. Fortier would make the most sensible choice as she is involved with the list during each vehicle inspection. Possibly an MCB member should also be included.

D. Strang reminded the group that cost is an issue for many Units and that leeway must be given. S. Prentiss stated that there is nothing stopping this Board from making suggestions now, and the Division making formal rule changes in the future.

S. Achilles asked any interested members to e-mail D. Martin and that the Board will expect an update at the March meeting.

Item 6. TEMSIS report – M. Schnyder handed out a report (dated 1/17/2008) including charts of various TEMSIS statistics which the group reviewed and questioned as needed. M. Schnyder also took time to explain a new internet component called a “wiki” that will allow for continual communications on issues, please let him know if you are interested in participating.

The Quality Management mission and objectives were also discussed (outlined in handout).

Item 7. Scope of Practice/Education Standards [Moved up on Agenda]

Item 8. Items of Interest:

REMINDER TO ALL MEMBERS – *Next Meeting will include a photo session for all Board members photographs. The photographer will be on site from 10:30 AM to 1:00 PM – please make note.*

Reappointment dates – All members were reminded to pay attention to their term expiration dates and to have their organizations submit letters of appointment well in advance to the Governors Office.

Best Practices defined – K. Doolan presented a short history of the Best Practices discussion and project that came before the Board in 2005 and was

worked on by an approved subcommittee in 2006 and 2007. A goal of the subcommittee was the Best Practices document but an oversight occurred and the definition of “Best Practices” never came before the Board for approval. The proposed definition was offered to the group and much discussion ensued.

The Board amended the definition as follows:

“A Best Practice is a recommendation that is based upon experience, research and/or data, and is intended to increase the probability of achieving a desired result”

A motion was made by J. Houston and seconded by D. Dubey to approve this finalized version of the definition – all agreed.

D. Duquette asked that a folder of materials covered at a meeting be prepared and saved for each Board member that was not able to attend, the folder(s) should be kept and made available to those members at the next meeting. The membership agreed that this would be helpful; the Division Staff will take care of this request.

S. Achilles mentioned that after the discussion on “What is a Patient” the Medical Control Board expressed interest in being involved in the discussion. The two Chairmen will work together on this definition.

S. Achilles mentioned the “Scope of Practice” discussion brought to the table with regards to Ski Patrol and Search and Rescue responders. He would like to pull a group together to discuss this further. Many members felt it to be a timely discussion but that it will be a difficult one as many of these organizations still do not feel they need regulation. S. Achilles thought that a summertime meeting including representation from each of the organizations would be appropriate. More to come.

The Chairman gave an update to a situation that was originally discussed at the Coordinating Boards meeting in Plymouth where a ten year lapsed Paramedic requested consideration for re-entry into the process. A process was created and agreed to by the Board and Division but in the end the person requesting this process found a way around the re-entry in NH, went to another state and became Nationally Registered. The Chair stated that this should be a learning experience for the group. D. Duquette stated that the Fire Commission is approached with special situations all the time and has found that in order to keep things fair, all must be treated the same way. D. Johnson stated that the Board should not feel badly that they spent a great deal of time on this issue.

IV. ADJOURNMENT

Motion was made by J Houston and seconded by D. Johnson to adjourn the meeting. Unanimous agreement was found - meeting was adjourned at 3:15 PM.

V. NEXT MEETING

The next meeting will be on **March 20, 2008 at 1:00 PM** in Concord, NH – at the Academy. **Photographs will be taken**

Respectfully Submitted,

Suzanne M. Prentiss, Bureau Chief, EMS
(Prepared by K. Doolan, Field Services Coordinator)