

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

**May 21, 2009**

**Richard M. Flynn Fire Academy  
Concord, NH**

**Approved Minutes**

**Members Present:** Steve Achilles (Chair), Jonathan Dubey, Matthew Goudreau, Janet Houston, Don Johnson, Terry LeBlanc, Rae Mello-Andrews, George Patterson, Michael Pepin, Suzanne Prentiss, David Strang, George Sykes, Mark Tetreault, Dennis Tobin

**Members Absent:** Al Burbank, Michael Cloutier, Doug Martin (Vice Chair), Joseph Mastromarino, David Tauber

**Guests:** Jeanne Erickson, Steve Erickson, Doug McVicar, Denise Normandin, Shawn Riley

**Bureau Staff:** Vicki Blanchard, Kathy Doolan, Clay Odell, Eric Perry

**Welcome/Introductions** - (5) – S. Achilles, Chair

All welcomed by Chairman Achilles at 1:05 and introductions made.

**Acceptance of 3/19/09 Meeting Minutes** - (5) – S. Achilles

D. Johnson made a **motion to approve the minutes as written.**

D. Strang asked for clarification on decision made during the section entitled “CPR Card National Registry Policy”. Members present agreed that the motion made on 3/19/09 by J. Dubey was approved and that the wording would be crafted into rule changes of the future. With this update made, J. Dubey seconded the motion to accept the 3/19/09 **meeting minutes and they were approved by all present.**

**N.H. EMS Medical Control Board Report** - (10) - J. Mastromarino

Moved to later in meeting.

**N.H. Bureau of EMS (NHBEMS) Report** - (10) - S. Prentiss

Summary of the written report was given by the Bureau Chief.

EMS Week was recognized and the Bureau Chief thanked everyone for their work in/on the NH EMS System. She reminded everyone of the Muddy Angles group bike ride taking place in memory of EMS Providers lost. On-line updates will be forwarded to the EMS Community as written by the NH group that is riding.

**General Info:**

To assist with efficiency and budget issues, the Epping/Seacoast EMS Field Office will be moving to Concord with part-time coverage to remain in Epping.

M. Schnyder has resigned from the Bureau and will be starting PA school soon. This position will be filled by Richard "Chip" Cooper who will start in early June.

T. Fortier has retired from the Bureau after 17 years to branch out in new areas and a re-classification of the position is being sought. The position will be filled as soon as possible. Field Services Staff are covering the licensing responsibilities temporarily.

Swine Flu (H1N1) – The Bureau is involved in surveillance efforts through the use of TEMSIS data submitted by EMS Units – this is critical for tracking. Units are being kept up to date via the Web site and EMS ListServe on H1N1 status in the state. The Medical Control Board, this morning, discussed the ability to rapidly change protocols if emergent action was necessary when dealing with H1N1 or other similar situations. The Airborne pathogen and Immunization programs are being updated on the website so as to keep EMS Providers current with procedures.

The ALS section (V. Blanchard) has been busy with Protocol Rollouts and has logged over 4000 miles all across the state with these presentations. The Medical Directors Program is well underway and expected to be completed this summer.

The Education Section has had eight authorization requests for the new Alternative to Refresher Programs. National Education Standards may be delayed in distribution until 2011 or 2012 due to national issues. The National Registry is still undecided about the testing procedures for the new Advanced EMT (transition from EMT-I '85's) – The Bureau is pushing for testing of the newly introduced skills only. The EMT-I transition Train-the-Trainer program was well attended by EMS I/C's – two additional programs will be scheduled before fall 2009.

Research Section – B. Weillbrenner has been actively involved with the surveillance of H1N1 and the pre-positioning of PPE across the state. He also has been running Administrator classes for TEMSIS. S. Prentiss has been dealing with the new Image Trend contract for TEMSIS.

The Field Services Section is busy covering the Licensing Coordinator responsibilities and all calls/requests are being answered. Contact the current phone numbers and email addresses – they are all being attended to.

The Trauma System Section has been busy with the Trauma Review Committee working on an updated Trauma Plan for the state and specifically recently working on the Pediatric related sections which should be completed by the end of summer 2009. The Air Medical Transport group has been reviewing how the EMS system is using air medical transportation for patients and has been reviewing month's worth of data. The Committee has also been looking at efficiency in the use of imaging on Trauma patients. C. Odell has been traveling with SIM Man to Cheshire and Lakes Region hospital for training sessions. C. Odell notified the Board Members that the Trauma Review Committee would be sending a new representative to the meetings once confirmed by the Governor – Trauma Nurse, Doreen Gilligan, will be that person. The Critical Care Transport Committee has finally met with J. Bradshaw of Maine EMS to review their system and will be creating a NH program in the near future.

**TEMSIS report** – (15) – S. Prentiss – The Bureau Chief gave a quick update on the TEMSIS system and J. Dubey asked about some issues that had taken place with the server being down and the system "timing out" before a report could be completed. S.

Prentiss stated that she was notified of the server issue when it was happening and that it was one of the few times such an event has ever happened in the history of TEMSIS in this state. As for the issue of “timing out”, it will be looked into but local service could be the problem. A follow up concern was raised by J. Dubey regarding Image Trend fulfilling the current contract, to which the Bureau Chief responded that they in fact were meeting all contract requirements and that a new contract was currently being drafted. J. Houston asked if the TEMSIS committee could reconvene to address questions that come up like that of Mr. Dubey’s and that this is could assist the new Research Coordinator with future discussions with the company. The Bureau Chief also suggested that the Bureau ask the 26 Hospital Coordinators for input so that discussions with Image Trend will be comprehensive. S. Achilles asked that the Bureau give an update to this Board on this matter at the July meeting.

**Strategic Planning** – (30) – S. Prentiss – The Bureau Chief stated that the action steps have been completed, that the Bureau’s Staff had important input and that the day long session went very well. The plan will now be finalized for a presentation to this Board in July.

**First Responder Modules** – (10) – S. Prentiss – The Board was given the 2006 Memo (11/8/06) that was mailed to all Units and First Responders and reminded the membership of the original plan. With the delay in Ed. Standards the First Responder modules may need a new sunset date, if the Board approves such action. S. Prentiss feels that the correct plan would include continuation of the waiver process, endorse the Bridge to EMS-B process and designate a new deadline (sunset date) for the end of the enhanced modules existence.

M. Pepin asked if it was the 267 First Responders currently licensed that are potentially effected by this, to which the Bureau Chief responded “yes” and that all new First Responders do not have the enhanced modules as an option. Additionally, if a Unit comes to the Bureau declaring a “hardship”, the oxygen and spinal stabilization skills can be recognized at the First Responder level under the waiver option.

**M. Pepin made a motion to recommend that the Bureau come up with the appropriate language to modify the 2006 First Responder memo with an added note stating that once the National Ed. Standards are in place the switch will be flipped and the practice of accepting enhanced modules for First Responders in New Hampshire will be stopped. This was seconded by G. Patterson. The membership approved unanimously.**

**Exam-In-Lieu Final Report** – (10) – E. Perry – reported that the National Registry (NR) has not yet released the numbers, by state, of people who have taken the Exam-in-lieu of the refresher process but that overall 98% of the people that have taken it nationally have passed. E. Perry will plan to update the Board in July on these numbers and as soon as they are released by the NR, the Board will be updated so that members can review the information for better discussion in July.

**New Alternative to RTP Process** - (10) – E. Perry – stated that a full report on this subject was in the current Bureau report dated May 20, 2009. He stated that eight programs had to date been requested and authorized within three of the five EMS Regions. The Seacoast Region asked that one Instructor representative come forward

to sit on a group to review the alternative to refresher process – this group has not yet met.

**Administrative Rules Plan – (30) – S. Prentiss –** stated that the new Division Legal Council, Sheri Kelloway, was the Department of Safety Lawyer involved in the last revision and adoption of administrative rules in 2002. S. Kelloway feels that a re-adoption of the entire package of rules is the most appropriate action to take. This will include new administrative rules on Wheelchair van and EMD licensure. She will attend a future meeting to explain the rules adoption process including the required public hearings. S. Prentiss reminded the Board that the proposed rules will need approval by the membership. S. Achilles requested an update at the July meeting.

**N.H. EMS Medical Control Board Report (MCB) - (10) - J. Mastromarino –** moved from earlier in the agenda and a summary of the morning meeting was given by D. McVicar: Morning discussion included pandemic flu readiness and the ability of the MCB to act immediately, if necessary, to change a protocol. The MCB feels sure that they could accomplish this if necessary. They will also be working on a “treat and release” protocol over the summer months. He reported that the Rollouts of 2009 Protocols were completed by V. Blanchard and that some errors were found in the printed protocols – these corrections will be sent out to all appropriate entities.

Discussions: The 2011 EMS Protocol cycle will have a misalignment with the 2010 AHA release of new protocols, and how to deal with this issue. STEMI protocols are being worked on for statewide use. One new protocol was revisited that effects the required equipment on an ambulance (chric. sets) – final decision was that as long as the equipment is commercially produced it can be needle or surgical and that only one will be required in future rules updates. Coordinating Board discussion took place on this topic and **M. Cloutier made a motion to approve the language for ‘One commercially prepared cricothyroidotomy device’ to be added to the new equipment list, to agree with the Medical Control Board decision made 5/21/09. This was seconded by G. Patterson and approved by the membership.**

**Brought forward from last meeting: N/A**

**Emerging projects for discussion: N/A**

**Items of Interest** (as needed) - All present

J. Dubey asked to discuss the format and requirements for the “EMT-I Train-the-Trainer modules” for the new protocols and stated his displeasure with the fact that all six (3 old/3 new) EMT-I protocols needed to be taught within an authorized program, with all NR EMT-I’s licensed in the state. Much discussion and clarification took place. The group agreed that no changes to this practice was necessary.

**Next Meeting Reminder (5) - July 16, 2009 – Location TBA – 1:00 PM**

**S. Achilles opened the floor to anyone that would like to offer a meeting**

**space for the July meeting...no definite location was heard. Any and all offers for the July and September meeting locations should be given to K. Doolan within 15 days**

**Adjournment – Motion to adjourn 3:35 – All Approved**