

(Approved Minutes will be posted after the next scheduled meeting at which the Board will vote on the final document)

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

September 17, 2009

**Manchester Fire Department
Manchester, NH**

AGENDA & Non-Approved Bullets

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

All welcomed by Chairman Achilles at 1:03 and introductions made.

One new member was introduced: Doreen Gilligan, Trauma Medical Review Committee Representative.

Acceptance of 7/16/09 Meeting Minutes - (5) – S. Achilles

M. Pepin made a motion to approve the minutes as written.

D. Johnson seconded the motion and the minutes were approved as written with two minor spelling corrections and one abstention by J. Dubey.

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

S. Prentiss and V. Blanchard gave a summarized report from the morning meeting. [Please see the MCB meeting bullets and subsequent minutes for details of this meeting]

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

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

General Info:

- The Bureau Chief thanked Manchester Fire Dept. and Rockingham Regional Ambulance for space and parking coordination for today's meeting.
- Licensing Coordinator upgrade is awaiting decision. State Employees Union and Governor are discussing future furlough and layoff possibilities.
- Administrative Rules are being revised and S. Kelloway is the reassigned Dept. of Safety Attorney that will be filing them once ready. She worked on the last set of rules approved in 2002 also. She expects to have them ready by Jan. 2010.
- NHOODLE has programs available on airborne pathogens and ambulance decontamination – both which relate to H1N1 situations.
- Mark 1 kits have expired – new Duodote kits are being readied for distribution via the hospitals.
- **REMINDER:** First Responders have an expiration date of September 30th and those due to expire in 2009 should be relicensing now.
- Annual EMS Awards have been decided and will be presented at the October 7th Fire & EMS Committee of Merit Awards program - 6:30 PM, Capital Center for the Arts in Concord – All are welcomed!
- Trauma System – C. Odell will cover later
- Education – 83% of Instructors have received the EMT-I Transition train-the-trainer program and additional I/C's will be offered training dates.
- BLS Practical exams are being revised and format may change along the border states in order to allow Providers covering both states to only take one approved exam – The Education section is working with the individual states on this issue,

NH/Vermont will be the first to be implemented. Exam-in-lieu process is still approved. On-line re-registration will be available from the National Registry (NR) come October and the details are being worked on with the Bureau. Paper re-registration will still be an NR option.

TEMSIS report – (15) – C. Cooper – Reported that 455 thousand incidents have been entered into TEMSIS – 94% of all Units are reporting – 6000 calls have been entered this year. Image Trend is making program rewrites and will be implemented – field notification will take place. Many System Administrator classes have been run. Hospital coordinator requests for reports will be worked on. Much discussion ensued. **A motion was made by M. Cloutier that the new rules be amended to state that electronic submission of data be the only option for patient care recording. This was seconded by D. Johnson and moved by D. Tauber, majority approved, J. Dubey was opposed.**

Strategic Planning Update – (30) – S. Prentiss – The Bureau Chief gave a PowerPoint presentation of each new Bureau Goal and the related objectives. Much discussion ensued about this 5 year plan. General comments were positive that the plan gave a solid road map to the future. **D. Martin asked the Board to move the plan forward by approving the work of the committee – no negative responses were heard – all approved.** S. Achilles asked if the board wanted an Education Goal added as discussed. Further discussion was had and it was decided to send the plan forward as a complete package with further discussion to be had on Goal 2. **A motion was made by D. Tauber to send Goal 2 back to the committee for further work in order to align it more closely with the National Education Agenda for the Future. This was seconded by J. Houston, opposed by D. Martin and approved by the majority of the Board.**

Trauma System - (10) – C. Odell – The plan presented to the Board earlier this year was approved with a place holder kept for the Pediatric component. A draft of the Pediatric section has been sent to the Trauma Review Committee (TRC) and will be brought to this Board once approved by the TRC. The Air Transport Utilization Committee has a draft ready and will be releasing it after some additional formatting is complete. November 18, 2009 is the date for the Trauma conference in Meredith – Mark your calendars!

Education Standards Update – (5) – E. Perry – The committee has been meeting and plans are being made for implementation of the new standards in April 2011 – a presentation will be given at the next Coordinating Board meeting.

Nominating Committee Report - (10) – G. Sykes/D. Tobin – moved to later in the agenda.

Brought forward from last meeting:

Image Trend Compliance – (5) – C. Cooper – Work is being done by the Research Staff to create a comprehensive list of changes needed. Trends are being tracked and C. Cooper stated that the company has been very responsive when requests have been made.

Update Administrative rules process – (5) – S. Prentiss – update was given during the Bureau Report. A request was made by D. Martin that this Administrative Rules update be added as a regular agenda item – which it will. S. Achilles reminded all members present that once a draft set of rules is presented, this will be their opportunity to bring the draft to their stakeholders (organizations that they each represent) and receive input from that membership. He asked that they each ask for comments in writing from stakeholders so that they can be submitted.

Membership Vote for New Chairman – (20) – S. Achilles – Names of nominees for Chairperson were read: D. Martin, R. Mello-Andrews, M. Pepin and D. Strang.....**vote was taken and D. Strang was voted in as the new Chair of the Board.** D. Strang thanked the outgoing Chair (S. Achilles) for his dedication and hoped he could meet the high standards he has set. Bureau Chief Prentiss, on behalf of the Board & Bureau, presented S. Achilles with a framed certificate and photo, as thanks for all his time and energy through the years. S. Achilles welcomed Chair Strang to the position.

Emerging projects for discussion:

Items of Interest (as needed) - All present

- D. Martin asked if the Board needed to consider the issue of approving specific equipment for the required ambulance list in rule because new things are coming out everyday OR does any FDA approved equipment automatically become approved. The Bureau chief mentioned that the Medical Control Board (MCB) approves procedures not specific equipment. S. Achilles mentioned that the FDA approval might make sense and **it was decided that the Board would discuss this further at the next meeting and that the MCB will also discuss this issue in November.**
- D. Martin asked that the section within the strategic plan that relates to the review of what entities need to be licensed and what vehicles should be licensed be on the agenda for November's meeting.
- C. Cooper mentioned that there are new colored wrist bands in hospitals that relate to allergies and fall risks, thought that EMS should be educated to these items. T. Leblanc mentioned that recently a national program was approved for purple wrist bands for DNR's in hospital. This raised a concern about the portable DNR (Pink) bracelet program previously approved. More information will be requested via the Hospital Association Representative to be brought back to this Board.
- K. Sweeney asked for some clarification on the Critical Care Paramedic program – C. Odell stated that further information will be brought to this Board once the committee has made decisions and Staff has finalized the process.

Next Meeting Reminder (5) - November 19, 2009 NH Fire & EMS Academy – 1 PM

Adjournment – **Motion to adjourn 3:50 – All Approved**