

NH Protected Health Information; Privacy Committee

MEETING MINUTES (**Not Approved**)

**October 25, 2023**

1:00 PM

NH Fire Academy Classroom 4

Quorum: 4

**Members Present:** Lisa Drabik, Mark Hastings, Terry Jarvis, Chad Miller

**Members Absent:** Ryan Hornblower, Laura Sheridan, Justin Romanello

**NH FST&EMS Staff:** Chip Cooper, Joanne Lahaie, Jeff Phillips, Crystal Tuttle

Meeting called to order at 1:00 PM

**1) Welcome/Membership**

**2) Approval of the minutes**

- A Motion was made (Jarvis/Hastings) to accept the June 21, 2023 meeting minutes as presented. Three in favor, one abstention.

**3) Division/BEMS Report**

- Nothing to report.

**4) Data**

- Reviewed request made by K. Luschen and E. Scott. The committee had questions as to why the researchers needed the patients zip codes and the incident zip codes, which was clarified with a phone call. It was decided that the patients zip codes would be replaced by the county.
- A motion was made (Jarvis/Miller) to accept the data request from E. Scott and K. Luschen with the omission of patient home zip codes and the use of patient county instead. All in favor. None opposed.

**5) Old Business**

- A motion was made (Jarvis/Drabik) to accept the Privacy Committee guidelines as presented at the June 21, 2023 meeting. All in favor. None Opposed.

**6) New Business**

- A motion was made (Hastings/ Drabik) to move the next privacy Committee meeting to January 10, 2024. All in favor. None opposed.

**7) Good of the Order**

**8) Adjournment**

**Next Meeting: January 10, 2023 -Classroom 7**