

**Western Regional Emergency Medical Advisory Committee
Meeting Minutes
March 16, 2010**

Chair: Dr. Craig Cooley called the meeting to order at 10:02 a.m.

Attendance:

Voting Membership; Drs.; Cooley (Chair), Myers (Vice Chair), Notebart, Clemency **via tele-conference:** Lamothe & Kenyon

****PLEASE NOTE – ATTACHED IS A TABLE OF MOTIONS. THIS WILL BE USED TO REGISTER ALL MOTIONS MADE DURING MEETINGS. MOTIONS WILL NOT BE SHOWN IN THE REGULAR MINUTES. PLEASE REFER TO THIS NEW TABLE WHEN LOOKING FOR A SPECIFIC MOTION.****

TOPIC	DISCUSSION	ACTION
	At the previous meeting, there were not enough members for a quorum; therefore the voting was not "legal". Need to re-vote on the issues from the last meeting, starting with the vote to approve Dr. Clemency as a WREMAC member, representing the WEREMS Council as an at-large member. All other blanket motions covered with this new motion as well. (see motion table from January meeting).	MOTION 06-10
APPROVAL OF PREVIOUS MINUTES	Regarding the Delay Study, amend minutes to read: <i>"Question / discussion regarding the impact of Delay and Diversion. In our region the system is thought to have even less of an impact when there is only a single local hospital, unlike Buffalo where there are several. Systems with Delay Status are not commonly seen nationally. Diversions Status is more commonly an option, but recently some regions have been moving to eliminate Diversion Status."</i>	MOTION 07-10
CORRESPONDENCE	Report attached	
SEMAC/SEMSCO DRS. COOLEY & MYERS	<ul style="list-style-type: none"> • Report attached. Some points touched on: • Dr. Myers has been appointed to the SEMAC on behalf of the WEREMS Council. He will need to be vetted. • The EMS Memorial is on May 19, 2010 in Albany. • SEMSCO voted to withhold their previous decision to reject the Niagara Falls Memorial CON. 	
WREMAC CHAIR REPORT		
NURSE ADVISORY COMMITTEE CHAIR: VACANT	<ul style="list-style-type: none"> • Minutes previously distributed. • Next meeting April 8th at ECMC in the Trauma Conference Room 	
PREHOSPITAL COMMITTEE G. GILL	<ul style="list-style-type: none"> • Report / minutes previously distributed. • Next meeting April 6th at 11:00 at the Erie County Training Academy. 	
PROGRAM AGENCY REPORTS A. BIG LAKES B. SOUTHWESTERN	<p>A. Getting several agencies on line with ePCRs.</p> <p>B. Will be attending the Wyoming County EMS Council meeting in April to go</p>	

<p>C. WYOMING-ERIE</p>	<p>over ePCRs with them. CIU tentatively scheduled in June. B. Continue planning the EMS Conference scheduled for 4/19 in Olean, and will be focused on trauma this year. Also continuing to work on the Leadership Academy – 2nd session scheduled for end of April, early May. April will have a GEMS instructor training so that they can hold a GEMS conference. CLI prescreening scheduled for May. C. Instructor Update / EMS Provider course this Saturday, March 20th at ECMC Added another date for CLI prescreening – April 5th @ LVAC CLI scheduled for 4/16, 17 & 24 PEPP that the WEREMSC is sponsoring is 3/27 in Wyoming County. ITLS course that the WEREMSC is sponsoring is 5/16 & 17.</p>	
<p>DISASTER COMMITTEE J. TEUSCHER</p>	<p>N/R</p>	
<p>ALS PROTOCOL S.LAKOMY / J.MYERS</p>	<ul style="list-style-type: none"> ❖ The Protocol comment time has been closed, successful with 71 comments, and plenty of good input. Thank you. ❖ The next organizational Protocol Committee meeting is scheduled for March 30th at 9:00. Phone conference line will be established. Several people have expressed an interest. Appreciate the help, but also needs to keep it manageable. An EMS resident will be assisting with the organizational aspect as well. 	
<p>QUALITY IMPROVEMENT M.KENYON</p>	<ul style="list-style-type: none"> • A case was forwarded to Dr. Kenyon from Cathi (STHCS) regarding Ellicottville – Great Valley VRS, concerning a 15yr. old with a femur fracture sustained while skiing, who was being transported to Bertrand Chaffee Hospital. There was an issue with transfer / transport between Ellicottville / Great Valley and Rural Metro. Dr. Kenyon stated that if Ellicottville was uncomfortable with transferring the pt. into R/M ambulance along the side of the road, that it is not anyone’s place to tell them that they are wrong. Discussion continued. R/M will also contact Dr. Kenyon with further information from their end. • Delay at the hospital is not the fault of the rescue squad. • Dr. Kenyon will draft a letter stating the WREMAC’s opinion. • Looking for some members to sit on this committee. Dr. Kenyon will send material to Amy, to forward out to the group. Hoping that the first complaint that will be QA/QI is shortness of breath in adults. Have the MD review PCRs for the past 2-3 months. Hoping to have an educational 	

	piece to post on the WREMAC website.	
EQUIPMENT COMMITTEE C. COOLEY/M.KENYON	Still have not heard from Dr. Blum regarding the equipment issue, so it is not active until that occurs.	
RESEARCH / EDUCATION J. MYERS	N/R	
OPERATING PROCEDURES / GUIDELINES (“BYLAWS”) C. COOLEY	Two issues were brought to Dr. Cooley’s attention after the last meeting: 1. Day of week – the Guidelines state that WREMAC meetings will be held on Wednesdays – therefore they will remain on those days. Discussed the time, and the membership in attendance decided to try a 1:00 meeting, therefore the <u>next WREMAC meeting will be held on WEDNESDAY, May 19th at 1:00 p.m. at the Erie County Training Academy.</u> (lunch will NOT be provided) 2. The need for a Conflict of Interest statement (attached for review) for each member to fill out and sign, then return to the WREMAC. Dr. Cooley will ask for opinions on this form, but does believe this is something we should have on file for everyone.	
POLICIES & PROCEDURES J. MYERS	N/R	
UNFINISHED BUSINESS	Dr. Mullaney has submitted the required paperwork and now satisfies WREMAC policy 1995-02 Requirements and Responsibilities of a Service Medical Director. The change of medical director from Dr. Torres to Dr, Mullaney was approved.	MOTION 08-10
NEW BUSINESS	1. Budget: The WREMAC has certain deliverables that it must meet, and the money funnels through from the councils / program agencies. The Chair or Vice Chair will be meeting with the representatives from each program agency, as well as each council chair (or representative) to determine a budget for the WREMAC. An itemized printout from the program agencies / councils, of all funds that have been billed to the WREMAC over the past year is requested, in order to help determine what has been used and what is needed. Dr. Cooley will be out of town for the next couple of weeks; Dr. Myers perhaps will be able to handle this issue. If not, Dr. Cooley will work on it upon his return. 2. Credentialing / CME – A conference call meeting was conducted recently, with not much accomplished. Confusion due to disagreements. Looking for direction from the WREMAC Chairs. Dr. Myers will be working with the EMS Resident to help to figure out some of the confusion that has come up. Looking to clarify many issues. Dr. Myers continued with the discussion to explain why maintenance of credentialing / CME is important. Any comments / questions that the members have, please	3. MOTION 09-10 4. MOTION 10-10

	<p>forward them on to Dr. Myers.</p> <p>3. Discussed allowing the WREMAC Chair to have the ability to sign official documents (e.g. level of care upgrades, MD changes for already approved medical directors, and letters of support for agencies) in between meetings. This issue will be given to the Policy / Procedure Committee for further review, and to develop a policy for this procedure. Discussion did touch on what constitutes an “emergency”. Also, what may appear as “rubber stamping” at WREMAC meetings always involves much preparation and background work before the meeting in order for the paperwork to be complete. The WREMAC relies heavily on the program agencies to do the leg work, and to work together with the DOH to assure that the packets / applications are complete when they are brought to the WREMAC. Traditionally this has not been a divisive organization, and some things are rubber stamped. Recently, the issues have been more of “cleaning up messes” or others. Those don’t constitute emergency work on the WREMAC’s behalf. After further discussion, it was determined that policy committee will work on outlining a list and making a policy to help assure this process is done correctly.</p> <p>E. Mager also stated that it would be beneficial for all involved if the process was completed, in the sense that the DOH is always informed when an agency makes a change. They are not typically going to tell an agency that they need to stop providing care. There are certain processes that need to be done. Nothing is that urgent that an agency will be shut down because a certification is lapsed, causing a panic onto the WREMAC. “Closing the loop” would be greatly appreciated. Ed provided Amy with a listing of all of the agencies that expire between now and September. Amy will make copies and send them out to the program agencies.</p> <p>4. Colden VFC transfer of ownership from the company to the district. Amy gave a copy of the signed WREMAC approval letter to Ed for Colden’s records.</p> <p>5. Level of Care Upgrades – AIRVFD, City of Tonawanda.</p> <p>6. Darien – Level of care upgrade. All complete, 3 medics. Pending the receipt of the new certificate.</p> <p>7. Letter of support for Town of Tonawanda’s request for ePCRs. They will be expected to comply with any new policies / procedures that the committee develops for following ePCRs.</p>	
ISSUES FROM THE FLOOR	B. Clemency:	

	<p>1. ePCR Committee met prior to the WREMAC meeting. The 2 big complaints are that they come too late, and that they have too many pages. Suggested that perhaps the receiving hospitals should determine which information they need, so that not all pages of information are being sent. Will need input from the WREMAC concerning what the time is that should be used on the ePCRs. It was suggested that the standard should be that they should be completed before leaving the hospital. The information can't be downloaded until the pt. is unhooked from the 3 leads.</p> <p>Will have one of the residents contact the emergency departments over the next month to determine what information is expected, and then try to put that all together into a policy.</p> <p>2. Level of care policy update suggestion. Much discussion ensued, and this issue was tabled until the May meeting.</p> <p>3. CPAP – an updated policy was presented for approval. Much discussion continued, and further review is necessary, and this will possibly be sent to the Equipment / Protocol Committee for review. This issue was not acted on.</p>	
ADJOURNMENT	Dr. Notebart @ 11:47 a.m.	

**NEXT MEETING WEDNESDAY, MAY 19TH AT 1:00 PM
THE ERIE COUNTY TRAINING ACADEMY,
3359 BROADWAY, CHEEKTOWAGA**

Phone conference number: 858-2088 - Code 872737