

VTEMSD#3 Board Meeting Minutes for September 14, 2006; St. Michael's College, Tarrant Center, Hall of Fame Room. Meeting called to order at 1830 by Vice-Chair Darren Adams. In attendance were:

BOARD MEMBERS	REPRESENTATIVE	ALTERNATE
Burlington Fire Dept/Chair		Seth Lasker
Champlain Valley Expo	Charlene Phelps	
Charlotte Rescue	Adam Boise	
Colchester Center Volunteer FC	Rich Pouliot	
Colchester Rescue	Mike Akerlind	Amy Akerlind
Essex Fire Dept/Training Coord		
Essex Junction Fire Dept	Jim Kellogg	
Essex Rescue/Treasurer	Karen Danaher	
FACT	Leslie Lindquist	
FAHC	Gilbert Helmken	Kirsten Jaquith
FAHC/Medical Advisor	Wendy James MD	
Grand Isle Rescue	Debbie Baron	
Hinesburg Fire Dept	Chris Putnam	
Huntington First Response	Earl Dionne	
IBM Rescue	Lee Jones	
Lamoille Ambulance Service	Richard Harmon	
Malletts Bay Fire Dept	Mark Ploof	
Milton Rescue/Vice Chair	Darren Adams	
Richmond Rescue		Lee Jones
Shelburne Rescue	Megan Cross	
South Burlington Fire Dept	Doug Brent	
South Hero Rescue	Rae Patrick	
St. Michael's Rescue	Leslie Lindquist	
UVM Rescue		Jonathan Hartenbaum
Vergennes Area Rescue Squad	Charles Cashatt	
Vermont Air Nat'l Guard FD		
Williston Fire Dept	Scott Jacobs	
VISITORS		
St. Mike's Rescue/Clerk	Kate Soons	
IREMS	Patrick Malone	
St. Mike's Rescue/VT EMS I/C	Rebecca Webb	

INTRODUCTIONS (Adams)

- HeART (Heart Attack Response Trust at Fletcher Allen Health Care) Committee members present for presentation to the Board:
 - David Schneider, M.D., Chief of Cardiology, FAHC
 - Wendy James, M.D., VTEMSD#3 Medical Advisor
 - Nicole LaBrecque, Senior Development Officer, FAHC
 - Jennifer Brooke, Administrative Director, Cardiology, FAHC

A power point presentation was delivered by Dr. Schneider, accompanied by a hand out and a brief question/answer session. (scan hand out into minutes)

APPROVAL OF MINUTES (Adams)

- Motion to accept minutes for July '06 as published (Kellogg/Jones). Motion approved.

CORRESPONDENCE (Adams)

- None.

TREASURY (Danaher)

- Checking balance: \$10,576.75. No change in other accounts. Awaiting payment of annual dues from a few services.
- Motion to accept September '06 treasurer's report as presented (Jones/Brent). Motion approved.

MEDICAL DIRECTION (James)

- 12-Lead EKG project moving forward. Recent discussion with monitor/defibrillator vendor indicated that the M-Series can be upgraded and existing units can be traded in toward the E-Series model.
- Code 3 Committee is still awaiting surveys from some services. Some service responses indicate that they do not have any rules surrounding emergent vehicle operation. Data pending from Craig Butkus.
- The Essex Incident prompted a discussion of whether or not EMS providers in the hot zone should be provided with {ballistic} vests. Thoughts? (Jones) Logistically, this would be challenging. (Lasker) BFD has discussed this multiple times and is considering placing a supply on each truck, versus issuing vests to individuals. Was EMS unable to leave the hot zone? (James) The hot zone kept moving as the assailant was mobile. (Malone) Ideally, the vests are kept with the tactical response units. (James) There were plenty of vests for law enforcement, but none for EMS. Something to consider.
- QA/QI chart review of recent anaphylaxis incidents indicates that this may be a weak area for District providers. Please review with your service the signs & symptoms, as well as the proper management of anaphylaxis. One patient waited 40 minutes before receiving epi for his anaphylaxis; and another patient actually arrested.

- (Malone) What is the process for identifying and resolving clinical issues? Recently, there was a situation in which a call generated two concerns. First, the patient was wearing a football helmet and the crew was not sure if the helmet should be removed or not. There was disagreement between the athletic trainer and EMS. Secondly, there was a team MD on scene that assumed control of the scene. So, there was a clinical issue that needs follow-up training and a medicolegal issue that needs communication to the District. (James) Typically, calls that generate clinical concern cross my desk within 4-7 days. The radio room has a “medical direction review” file that I check frequently. ED staff also brings clinical issues to my attention in person or via e-mail. (Jones) The difference between an official team MD and medical control via the hospital is the 911 call – that activates EMS medical direction. (James) Any MD on a scene can call into online medical direction and request to be granted control of the scene & patient; and this necessitates that they ride in with the patient. (Soons) In summary:
 - F/U on any call of concern can be initiated in the ED Communications Center by asking the staff to place the pink copy of the State Form into the Medical Direction Review folder.
 - Follow up regarding non-EMS MDs on scene will be forthcoming
- (Soons) Are there any other questions or issues for Medical Direction? The District Board meeting is an opportunity to ask questions and raise issues – chances are, another service has a similar query. {None heard}

FAHC (Helmken/Jaquith)

- (Jaquith) The ED Comm Center again has the ability to download data cards from Zoll defibs following cardiac arrests. Please ensure that a download takes place prior to your departure. (Lasker) Is it possible to leave the card there and pick it up later? (Jaquith) The downloading process takes only a few minutes. (Putnam) Can cards from LifePaks be downloaded? (Jaquith) We’re working on it.
- (James) The first 12-Lead EKG was transmitted to FAHC ED from the field. (Malone) Is Telemedicine involved? (James) No.
- (Brent) We recently had an incident on Williston Road that involved a bank robbery & bomb threat. We asked folks to avoid Williston Road, and this was not heeded. (Jaquith) When possible, we tried to communicate to incoming and departing ambulances that Williston Road was closed and to seek alternate routes. (James) This is a prime example of our need for centralized communication. (Cross) Perhaps in the future a message could be generated by the PD and communicated to area police dispatchers for further communication to EMS/fire departments. (Adams) The technology already exists to send a fax from one PD to all area departments.
- (Helmken) Traffic on East Avenue is much better – thank you for your efforts.
- (Helmken) The process for decontaminating dirty EMS equipment was circulated on the District list serv. This is an ongoing process that the hospital continues to work on with the constant turnover in housekeeping staff. Please be careful when entering our Decon Room – take the necessary precautions by donning gloves and other PPE as needed. You should expect to encounter contaminated equipment if you enter the Decon room – this is where soiled EMS equipment is staged for decon. Be aware and be safe.

- (Cross) Would it be possible to have a supply of cleaning agent to add to the mop bucket when EMS changes the water? (Helmken) Will check into that –

TRAINING (Soons)

- Course updates:
 - Modules (Webb) – Module 3 had six participants, 5 of whom passed.
 - EMT-B Refresher (Malone/Soons) – Underway with 12-21 students, completion date is 10/25.
 - EMT-B 2x weekly (Malone) – Underway with 16-19 students
 - EMT-I (Malone) – Underway with 16 students, led by Greg Thweatt with practical session headed by Kate Soons.
- Course proposals:
 - FR-ECA (Webb) – to be held at Vergennes, applications needed by 10/1 with start date of 10/17, syllabus circulated to Board reps present. Contact course coordinators for registration – Becca Webb, 598-5795, rswebb@globalnetisp.net; or Chuck Welch, 877-3683, welchchuck@gmavt.net Motion to approve FR-ECA course as presented (Jones/Boise). Motion approved.
 - Modules 4/5 (Webb) – begin 10/4, register by 9/25
 - EMT-B 1x weekly (Soons) – still collecting applications; will open registration to outside of District
 - FR-ECA (Danaher) – will propose next month, scheduled to take place at UJFD
- (Malone) This fall has been the worst experience ever in attempting to register students for various programs. **Training Officers need to take responsibility for collecting completed applications and submitting them (with payment) in a timely fashion** (administrative emphasis added post-meeting at the discretion of the Clerk). The EMT-Intermediate Course did not know if there were enough students to hold the program until 1630 on the first night of class. This is truly unfair to the course coordinators who try to plan these programs.
- Upcoming training opportunities:
 - (Malone) Spring EMT-B 2x weekly will begin January 16, 2007, applications due by December Board meeting
 - (Malone) Spring EMT-I will begin in April 2007
- Certification/Recertification issues:
 - *Addendum to minutes* - EMT-Basic Recertification fall sessions:
 - Wednesday November 8th, UVM Rowell - 1800
 - Wednesday November 15th, UVM Rowell – 1800
 - The National Registry for Emergency Medical Technicians will implement computer-based assessment beginning January 1, 2007. As a result, the January 13th initial certification exam will be only practical sessions. January also marks the NREMT rollout date for the new AHA CPR guidelines. (Jones) Will the State of Vermont AED protocol change? (James) We need to clarify with VT EMS.

RESOURCE MANAGEMENT (Adams)

- Nothing to report; Melissa Jenkins from HSU not present.
- NIMS training underway, with many services taking advantage of online training. Services should retain copies of certificates. (Soons) The Vermont State Fire Academy is offering training opportunities – contact Howie Rice.

ADMINISTRATION (Soon)

- 3rd Quarter ALS/OOS reports due at October 12, 2006 meeting.
- Timeline for service license approval process:
 - VT EMS sends licenses to services
 - VTEMSD#3 services complete licenses and drop off at FAHC-ED (attention: Kate Soons, VTEMSD#3 Clerk) by Thursday 11/2/06
 - The Administration Committee will review the licenses and present to the District Board at the November 9th.
 - Please pay particular attention to members listed on the license. If a member's certification is expired, please provide an explanation of their certification status. Do not list non-EMS members, as they are not EMS providers required for license renewal. These individuals are tracked as service members at the service level (administrative emphasis added post-meeting at the discretion of the Clerk).
- EMT-Intermediate Policy & Protocol – currently working on single document that encompasses all District #3 specific EMT-I policies & protocols.

OLD BUSINESS (Adams)

- (Adams/Soons) District Goals – tabled.

NEW BUSINESS (Adams)

- (Adams) October will be my last meeting. I have enlisted in the USMC and expect to depart in November. (Soons) Will confirm the process for filling the vacancy.
- Motion to adjourn at 1956 (Kellogg/Jones).
- Next meeting scheduled for October 12, 2006 at 6:30 pm, SMC campus, Tarrant Center, Hall of Fame room.

Respectfully submitted on October 12, 2006,

Kate Soons
VTEMSD#3 Clerk