

**EMSAC**  
**General Session Meeting Minutes**  
September 28, 2006

**COMMITTEE MEMBER ATTENDEES:**

- \*James Ackerman, EMT- Paramedic
- \*Vicki Armbruster, Volunteer Third Service Member
- \*Nick Albers, Air Medical Member
- \*Tom Allen, Fire Department Based Non-Transport Member
- \*Randall Baldwin, EMT-Basic Member
- \*Diane Barker, Consumer Member
- \*Lynn Borders, County EMS Administrator Member
- \*Ken Bramwell, Emergency Pediatric Medicine
- \*Pam Holmes, Air Medical Member
- \*Lloyd Jensen, Idaho Chapter of the American Academy of Pediatricians
- \*Karen Kellie, Idaho Hospital Association Member
- \*David Kim, Idaho Chapter of ACEP Member
- \*Robert D. Larsen, Private Agency Member
- \*Scott Long, Idaho Fire Chiefs Association Member
- \*Catherine Mabbutt, Board of Nursing Member
- \*Cindy Marx, Third Service Non-Transport Member
- \*Travis Myklebust, EMS Instructor Member
- \*Ethel Peck, Idaho Association of Counties Member
- \*Tim Rines, Career Third Service Member
- \*Murry Sturkie, DO, Idaho Medical Association Member

**COMMITTEE MEMBERS ABSENT:**

Thomas Kraner, Committee on Trauma of the Idaho Chapter of ACS  
Ken Schwab, Advanced EMT-A Member

**VACANT MEMBER SEATS**

None

**EMS STAFF ATTENDEES:**

Carreras, Michelle	Gelok, Christian
Chicoine, Kay	McDowell, Todd
Cramer, John	Neufeld, Dean
Edgar, Andy	Newton, Tawni
Fend-Boehm, Valerie	Nudell, Nick
Freeman, Barbara	Thrasher, Carolyn
Gainor, Dia	

**Other Attendees:**

Allen, Roy – Pocatello Fire	Long, Jeff - American Training Associates
Alcott, Bruce – Burley Fire Department	McKinnon, Deb EMS Physician Commission
Anderson, Ron – Meridian Fire Department	Navo, Val – Fort Hall Fire & EMS District
Bates, Jeff - ICEE	Sharp, Lynette - Air Idaho Rescue
Godfrey, Dennis – Caribou County EMS	Taylor, Ryan – Burley Fire Department
Larson, Warren – Life Run Ambulance	Vickers, Greg - Portneuf Life Flight

Discussion	Decisions/Outcomes
<b>General</b>	
<p>Welcome to new members: Tom Allen, Randall Baldwin, Nick Albers, and Travis Myklebust. Farewell to Pam Holmes whose term ends December 2006.</p> <p>New schedule for 2007 EMSAC meetings. The February and October meetings will fall on the second Thursday: The 2007 meeting dates are February 8, June 29, and October 11. The grants subcommittee will meet on Wednesday, June 28.</p>	<p>A motion to approve minutes was seconded and carried.</p>
<b>Physician Commission Update – David Kim</b>	
<p>David Kim reported on Physician Commission (PC) activities. The PC is open and transparent in conducting business. Current main issues are developing rules and determining the involvement of the PC with disciplinary complaint investigation. The draft legislation creates the authority for PC to make recommendations for significant cases of a clinical nature. The Disciplinary Subcommittee has always been valuable but clinical cases would more appropriately be reviewed by the commissioner makeup of the PC.</p> <p>The Physician Commission is a stand alone entity for disciplinary and rule making authority. The PC is not a unit of the DHW and has limited administrative dependency on the Bureau. Rulemaking is done through the Department of Health and Welfare but does not require Board of Health and Welfare approval.</p> <p>The discipline authority would inject the PC expertise after an investigation and peer review, modeled after other health care entities. Does the PC make a recommendation directly to the Bureau about disciplinary action? What about appeals? The Bureau would carry the burden of appeals and by default would be the entity to take action.</p> <p>If the PC determines that a medical director acted inappropriately, they would make a recommendation to the Board of Medicine. The action of the PC will be to view findings of fact and the peer review assessment and will then make a recommendation to the proper authority.</p> <p>The PC's deadline for developing the rules is</p>	

<p>November 1, 2006.</p> <p>David Kim was elected as chair. Dr. French is vice chair.</p>	
<p><b>MCI Response – Nick Nudell</b></p>	
<p>The Bureau was successful in securing a HRSA grant for Web Enabled Resource Tracking (WERT). That grant will pay for a statewide system to track hospital beds and the hospitals' capacity to accept patients from a multiple casualty incident electronically over the internet. Currently this is done manually by StateComm.</p> <p>HRSA is also funding a statewide system for the tracking, verification, and credentialing of healthcare providers. The grant is focusing on volunteers, but it might assist in registering paid staff. That will involve more communication between EMS, hospitals, and health districts. The systems will be secure and will require passwords.</p> <p>In the early 1980s the EMS Bureau was ahead of its time in mass casualty planning. In 1983 a mass casualty planning guide was developed and distributed by the Bureau. The planning hasn't been carried consistently throughout the state. Now the Bureau will be more involved in implementing a statewide coordinated mass casualty plan.</p>	
<p><b>ICEE Accreditation – Gordy Kokx</b></p>	
<p>Idaho Consortium of EMS Educators (ICEE) is a body of members representing professional EMS educational institutions to review educational resources, instructors, and the administration process which are fundamental to production of high quality EMS health care providers.</p> <p>ICEE is currently seeking non-profit status. Jeff Bates is the chair. Gordy Kokx is the co-chair.</p> <p>ICEE provides a forum where EMS educational institutions serving Idaho can participate in collaborative advancement of the EMS education system within Idaho. There are two documents that guide the organization: ICEE Standards &amp; Guidelines which defines educational institutional requirements, and the Policies and Procedures on how to operate.</p> <p>Instructor and institution requirements are</p>	

<p>outlined.</p> <p>ICEE is currently working toward a pilot of this program that would be applied to educational institutions currently teaching or seeking to teach on the paramedic and EMT-I level for consistent education. Some benefits of accreditation are: competent EMS health care providers, a 3 year accreditation certificate, reduction in volume of submission of course applications, increased credibility, ability to manage educational processes, utilization of various educational techniques.</p> <p>The members on ICEE come from many disciplines (university, proprietary, colleges) and wide geographic representation. It is impossible to compare individual instructors and educational institutions.</p> <p>The Bureau’s perspective of ICEE is that it is not a replacement for current course by course approval by local agencies for lower level (EMT-Basic) courses.</p> <p>The ICEE accreditation process is less expensive than national accreditation, but is a good segue to the national level.</p> <p>How will ICEE affect the instructor who might be out of date on techniques? New educators would need to meet requirements. The new programs that meet higher requirements might become the preference of new students.</p>	
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**Air Medical Subcommittee Report**

<p><b>FAA Letter – Helicopter Shopping</b></p> <p>The FAA distributed a document about public safety answering points to discourage the practice of helicopter shopping.</p>	<p style="text-align: center;"><b>Subcommittee Motions</b></p> <p>Motion to recommend the EMS Bureau mail the EMS Helicopter Shopping memo to all medical directors, Public Service Answering Points (PSAP), and local EMS agencies and that EMSAC endorse this message with corrections was seconded and carried.</p> <p style="text-align: center;"><b>General Session Motions</b></p> <p>Motion to recommend accepting the Air Medical recommendation was seconded and carried.</p>
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<p><b>Model Utilization Criteria</b></p> <p>The utilization model became effective November 1, 2006, and was mailed out with this year’s licensure packet. The model will also be available as a download from the website, <a href="http://www.idahoems.org">www.idahoems.org</a>.</p>	
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<p><b>Landing Zone Officer Training</b></p> <p>Curriculum is ready. Training will be provided by air medical agencies.</p>	
<p><b>Air Medical Services: Future Development as an Integrated Component of the Emergency Medical Services (EMS) System</b></p> <p>Dia distributed a white paper for information. It outlines regulator considerations, FAA specific and state specific, and licensure idiosyncrasies and EMS state considerations. Electronic links to other reference documents. Came out this week and is distributed for comments.</p>	
<p><b>EMSC Subcommittee</b></p>	
<p style="text-align: center;"><b>Subcommittee Report</b></p> <p>The Subcommittee reviewed a survey template from NEDARC for consideration for use in baseline development of three surveys:</p> <ul style="list-style-type: none"> <li>• Provider Survey – Equipment and resources</li> <li>• Agency Survey – Medical Control</li> <li>• Hospital Survey – Existence and use of transfer guidelines and agreements</li> </ul> <p>Each of these surveys will be referred to a workgroup of the EMSC Subcommittee for discussion and refinement.</p> <p>The EMSC Program Specialist position has been filled effective October 23, 2006.</p> <p>Meeting Schedule</p> <ul style="list-style-type: none"> <li>• Work group tentatively scheduled for week of October 23<sup>rd</sup>.</li> <li>• Next meeting of Subcommittee scheduled for November 16, 2006 at 10:00; staff to secure a meeting location and arrange conference call services.</li> </ul> <p style="text-align: center;"><b>General Session Discussion</b></p> <p>Does the Bureau need the IHA endorsement for the EMSC grant request? Do you think there might be resistance from hospitals when they are surveyed about their ability to provide pediatric care? Should there be a cover letter from the IHA because it is an unusual activity for the Bureau to question the hospitals.</p>	<p style="text-align: center;"><b>Subcommittee Motion</b></p> <p>Motion to have another meeting for a focused work group to refine the survey tools and the members to be appointed by the chair was seconded and carried.</p> <p style="text-align: center;"><b>General Session Motion</b></p> <p>Motion to recommend accepting the EMSC Subcommittee report was seconded and carried.</p>
<p><b>Licensure Subcommittee Report</b></p>	
<p><b>Silver City Fire &amp; Rescue, Initial BLS Non-</b></p>	<p><b>Subcommittee Motion</b></p>

<p><b>Transport. Asked for an exception to function during summer months only.</b></p>	<p>Motion to recommend approving licensure for Silver City Fire &amp; Rescue, Initial BLS Non-Transport was seconded and carried.</p> <p style="text-align: center;"><b>General Session Motion</b></p> <p>Motion to accept the Subcommittee recommendation was seconded and carried.</p>
<p><b>Silver Mountain Resort, Initial BLS Non-Transport</b></p> <p style="text-align: center;"><b>Discussion Points</b></p> <ul style="list-style-type: none"> <li>• Letter of endorsement from owner/vice president received.</li> <li>• Additional members will be taking EMT-B training this fall.</li> <li>• Emerging awareness of liability issues for ski patrols resulting in increased interest in EMS agency licensure.</li> </ul>	<p style="text-align: center;"><b>Subcommittee Motion</b></p> <p>Motion to recommend approving licensure for Silver Mountain Resort, Initial BLS Non-Transport was seconded and carried.</p> <p style="text-align: center;"><b>General Session Motion</b></p> <p>Motion to accept the Subcommittee recommendation was seconded and carried.</p>
<p><b>Silverwood Theme Park, Initial BLS Non-Transport</b></p> <p>No Application Received – further investigation will be pursued based on a verbal complaint received last week.</p>	
<p><b>Grants Subcommittee Report</b></p>	
<p style="text-align: center;"><b>Subcommittee Report</b></p> <p><b>FY07 Dedicated Grant Program</b></p> <ul style="list-style-type: none"> <li>• \$860,057 AWARDED</li> <li>• Vehicle Awards \$699,416 81.32% 11 Vehicles</li> <li>• Equipment Awards \$160,641 18.67% 47 Agencies Received Awards 47 Priority 1 Requests 14 Priority 2 Requests</li> </ul>	
<p><b>FY07 Training Grant Program</b></p> <ul style="list-style-type: none"> <li>• Awarded \$63,270 (\$63,000 available)</li> <li>• 58 Awards for Priority 1 Training Requests at 72% of requested amount</li> </ul> <p>Letters to surrounding agencies will be sent after grant recipient confirms they will hold course. Encourage combining classes</p>	<p style="text-align: center;"><b>Subcommittee Motions</b></p> <p>Motion: to recommend funding City of Riggins costs remaining from FY06 should the funds become available from the turnbacks from FY07 in the amount of \$350.00 was seconded and carried.</p> <p>Motion to recommend denying any payment to Lapwai QRU for FY06 awards was seconded and carried.</p> <p style="text-align: center;"><b>General Session Motion</b></p> <p>A motion to recommend accepting the Subcommittee report was seconded and carried.</p>

<p><b>Grant Standards Manual Draft</b></p> <p>Will be effective 1/1/07 through 1/1/09</p> <p><b>Vehicle Contract</b></p> <ul style="list-style-type: none"> <li>• State Purchasing Department discourages Request for Quotation until more definite criteria is available from us: <ul style="list-style-type: none"> <li>• Specifications</li> <li>• Quantity we will guarantee to purchase</li> </ul> </li> <li>• Inquiries made to 7 vendors with only 2 responses</li> </ul>	
<p><b>Vehicle Purchasing Guidelines</b></p> <p>Distributed document from NHTSA that will be useful for agencies in purchasing vehicle.</p>	
<p style="text-align: center;"><b>General Session Discussion</b></p> <p>Karen Kellie reported that she participated in a meeting and several EMS agencies expressed passionate dislike for the grant application process. Do we need to ask for feedback from the agencies about the process? Many agencies said it wasn't worth the effort to apply and they made comments about requests not being funded at 100%. The questions on the application might sound obscure, but the answer to each question equals a specified number of points. Disgruntled agencies might complain to Legislatures. Training grants are guided by policy. The Dedicated III vehicle and equipment grant is legislative and was not repealed in the 2005 session when the Bureau reported the benefits. The Legislature specified that the awards are based on need. The application attempts to clarify need. To simplify the application could jeopardize the need criteria.</p> <p>How much of the Regional Consultants' (RC) time is allocated to helping the agencies with their grant applications? This year the applicants were asked to review the grants with their RCs. Current estimates were 30 – 70% of agencies worked with the RC.</p> <p>There were audience comments that some of the questions are difficult to answer – especially the ones that require some statistics from other resources.</p> <p>The rules haven't been reviewed since their inception. Application revision would be a good</p>	

topic for the grants subcommittee. Need to look at both the law and the rule. They are co-dependent. The Bureau submits proposed legislation for changes to Idaho code through DHW beginning in May 2007 for consideration of the 2008 Legislative session.

EMSAC suggested that the Bureau conduct a short survey from the agencies (direct feedback) before reviewing the rule. Generally we get a 10% response on surveys. The RCs could probably elicit this information from agencies. It would be appropriate for the RCs to ask these questions in the spring during the grant cycle. Why not ask this fall with the licensure visits? There is a need for the information sooner than the spring grant cycle. It would be valuable to have the feedback of current officials who have experience with the grant application process. If there isn't time to discuss, the survey could be hand delivered by the RCs.

Another avenue for obtaining feedback is the list serve. This vehicle can be a generated discussion about the application and could increase awareness that there is a place to file complaints.