

Meeting Notes

Emergency Medical Services Regulatory Board Data Policy Standing Advisory Committee (DPSAC)

Monday, October 5, 2015, 1:00 p.m. – 4:00 p.m.

University Park Plaza

EMSRB Office – Suite 310 & On-line via Lync & Conference Call

Members Present: Patrick Egan (on-line); Mary Van Buren (in person); Clif Giese (in person); Megan Hartigan (in person); Brain Carlson (in-person); Dr. Manu Madhok (in person); Tim Held (on-line); Dan Stensrud (on-line).

Guests/Staff: Karen Jacobson (on-line); Robert Norlen (in person)

1. **Call to Order – (1:00 p.m.)** – Megan Hartigan, Committee Chair
Ms. Hartigan welcomed everyone to the meeting. She asked for introductions from those present.

2. **Approve Agenda** – Megan Hartigan, Committee Chair

Motion: Mr. Van Buren moved to approve the agenda for the September 28, 2015 DPSAC meeting.
Dr. Madhok seconded. Motion carried.

3. Approval of September 28, 2015 Meeting Notes - *Megan Hartigan, Committee Chair*

Motion: Mr. Egan moved to approve the meeting notes from the September 28, 2015 DPSAC meeting. Mr. Giese seconded. Motion carried.

4. **Review and Revisit eInjury.03 & .04 and other Selected eElements for EMSRB/NEMSIS version 3.4.0 Data Dictionary**

The committee reviewed “eInjury.03 &.04” and moved to recommend the elements are included in the Minnesota version 3 dataset. Recommendation to change ePatient.02, 03, 05, 06, 07, 08 and 09 to required. This completed the review of the eElements that would be recommended to be included in the EMSRB/NEMSIS Data Dictionary. Motion: Approve the above changes to eElements and make recommendation to Board as the final version of the eElements - Marty Van Buren and Dr. Manu Madhok – Committee Consensus.

5. **Review and Select Demographic Data Elements for EMSRB/NEMSIS version 3.4.0 Data Dictionary**

The committee reviewed the demographic dataset and selected 16 Mandatory, 6 Required and 6 Recommended (Total 28) dElements to be included in the Minnesota EMSRB NEMSIS 3.4.0 dataset. Motion: Approve the dElements and make recommendation to Board as the final version of the dElements – Clif Giese and Patrick Egan – Committee Consensus.

6. **Other Business** – Megan Hartigan
 - No other business from the committee.

7. **Meeting Adjourn**

Meeting adjourned by consensus at 4:10 p.m.