

Summary Minutes

Meeting of the **Emergency Medical Services Regulatory Board**

10:00 a.m., May 19, 2011
2829 University Avenue SE
Minneapolis, Minnesota

Members Present

Kevin Miller, Acting Chair
Brenda Brown
Jennifer Deschaine
Paula Fink Kocken, M.D.
Michael Gormley
Kathleen Haney
Michael Jordan
Pat Lee
Gary Pearson
Jill Ryan Schultz
Mark Schoenbaum
Matt Simpson
Kelly Spratt
Marlys Tanner
Mari Thomas, M.D.

Members Absent

Lisa Consie
Sen. Gary Kubly
Rep. Duane Quam
Paul Satterlee, M.D.

Guests

Suzanne Gaines
Tim Held
Catherine Krueger
Cheryl Pasquarella
Rob Pearson
Darel Radde
Rick Rambo
Gary Wingrove
David Zaiman

Staff

Pam Biladeau, Executive Director
Talia Landucci
Melody Nagy
Robert Norlen
Rose Olson
Debby Teske
Mary Zappetillo

I. Call to Order

Mr. Miller called the meeting to order. He said that we are waiting for a representative from the Attorney General's office so that we can conduct the closed session. (The representative of the Attorney General's office could not be reached so we will not have a closed session today.)

II. Introduction of New Board Members

Mr. Miller welcomed the new Board members and asked them to introduce themselves. Ms. Deschaine, Ms. Ryan Schultz and Mr. Spratt provided a brief synopsis of their EMS background.

III. Recognition of Former Board Members

Mr. Miller said that Ms. Bidwell, Ms. Engen, and Mr. Rieber will be recognized for their efforts as Board members. We will be giving them plaques.

IV. Approval of Agenda

Ms. Brown moved approval of the agenda. Ms. Tanner seconded. Motion carried.

V. Approval of Minutes

Mr. Jordan moved approval of the March 17, 2011 minutes. Mr. Simpson seconded. Motion carried.

VI. Chair's Remarks

Mr. Miller said that we have not been informed by the Governor's office regarding the Board chair appointment. I will be the acting chair until this appointment is made. Mr. Miller complemented Ms. Biladeau's efforts as the new Executive Director.

Ms. Biladeau announced that in honor of EMS week we will be serving refreshments after the meeting.

VII. Executive Director's Report

Ms. Biladeau said as she is looking through all the information available and the current Internal Operating Procedures (IOP) are not updated on the website. She said that she has been working with the chair review past minutes and updating the IOP.

MNSTAR Survey

Ms. Biladeau said that there was legislative activity regarding continued collection of data under Minnesota Statutes 144E.123 pre-hospital care data. Mr. Miller and Dr. Satterlee discussed MNSTAR data collection and a survey that Dr. Satterlee had developed. DPSAC attempted to solicit information on the costs for the upgrade but received very little feedback. This survey included a question on the costs for the upgrade and provides good information on data collection in Minnesota.

Ms. Biladeau said that we will be implementing some changes as a result of this survey. Users may not be aware of the reports that are available in the MNSTAR system or how to use or access them. We are working with DPS to find grant funds to support a MNSTAR training position. This person would also answer provider questions, determine gaps, and consult with ambulance services to determine data collection barriers. Ms. Biladeau said we are looking at TeamViewer software to explore how we can conduct training sessions on the internet. It is a challenge for volunteers to have time for training for data entry.

Ms. Biladeau asked Ms. Haney if she had any comment on grant funding. Ms. Haney said that the grant application is in process for the next cycle of funding.

Regional System Grants

Ms. Biladeau reported that grant applications have been received from all regions of the state. Ms. Biladeau said we will have a grant panel review and evaluate the applications and they will make a recommendation to the Board. We will notify the applicants of the results shortly thereafter. Ms. Biladeau said that we are also developing a grant orientation workshop.

Ms. Landucci said that the grant review panel will be meeting June 8 and we are intending to have a special Board meeting by phone on June 9 to finalize the grants so that the contracts can be processed by July 1.

Board Goals

Ms. Biladeau said that the Board had previously requested that we conduct a goal setting session. We are gathering information from the Management Analysis Division about the cost to facilitate this session.

Ms. Biladeau provided a short survey to Board members and the audience and requested that they complete this survey. The results will be shared with the Board at the goal setting session.

Ms. Biladeau provided a copy of the EMSRB mission statement. She said that a benefit of strategic planning is to look at how well we are performing tasks as required in our statutes and best align our resources.

E-Licensing focus group

Ms. Biladeau said that we were fortunate that we were selected for the e-licensing pilot project because our old system was outdated and the state Office of Enterprise Technology (OET) data system was provided without charge. We are now challenged with "working out the bugs" in this system. We published notice in the *EMSRB Bulletin* to ask for end users to participate in a focus group to get feedback on the system. The system tracks certification and licensure necessary for meeting our statutory requirements.

VIII. Community Paramedic Implementation/EMSRB Responsibilities

Ms. Teske provided a handout regarding the Community Paramedic legislation that recently passed. She said that now we need to figure out how we are going to implement this. This will take effect July 1. The Minnesota Ambulance Association will be working with a focus group and we hope to have discussions with them also. We are seeking volunteers to work on this.

Ms. Teske said that the candidates must currently be a paramedic and then take this additional class. The idea is that the Community Paramedic will fill in gaps in the community. They will work with the medical director of the ambulance service to develop a care plan.

Ms. Teske commented that Minnesota is the first state to pass this legislation. Dr. Wilcox is involved in this project and Mr. Wingrove and Ms. Deschaine. Ms. Teske provided an example of a care plan. She said that staff needs to develop a plan for issuing cards to Community Paramedics. We need to review the law to see that we are implementing this correctly. Mr. Miller said that we need some individuals to work with Ms. Teske to develop recommendations to bring to the Board.

Mr. Miller said that Board members also have opportunities to participate on other committees. A handout was provided showing the committee assignments.

The following Board members volunteered for the workgroup: Ms. Brown, Ms. Deschaine, Ms. Ryan Schultz asked if she would have a conflict of interest. Mr. Miller said that her expertise would be useful. Mr. Schoenbaum said that he would participate but would not have the same technical background. Dr. Thomas also said that she would be interested.

IX. Scope of Practice/Standards Discussion

Ms. Teske said that in 2009 the EMSRB convened a workgroup that reviewed EMS standards and conducted a gap analysis. We want to move to the national standard.

Ms. Teske said that the Legislative Committee drafted a bill and it was jacketed but did not move further. We want to form a workgroup to work on a transition plan so that we are not behind the national standard and then we can pass legislation.

Ms. Teske provided a handout that includes the statute on training programs and education. Ms. Teske said that the Board can determine an equivalency. Ms. Teske provided the timeline from the education standards workgroup. She said that we can work on training materials. All publishers will be moving to the new standards. In Minnesota most programs are teaching above the curriculum. Ms. Zappetillo said that the National Registry is moving to the standards as of June of this year. Ms. Teske said the cognitive exam will be changing slowly. The workgroup recommendations are attached for your information and the Board adopted these recommendations in Sept 2010. This workgroup was chaired by Dr. Satterlee and Mr. Wright. Ms. Teske said that she wanted to especially thank Mr. Wingrove for his efforts on the community paramedic concept.

Mr. Miller said that the Board signed off on the legislative changes that were suggested by the workgroup. Mr. Miller suggested that the same workgroup be reconvened and we welcome any new members that wish to participate.

Mr. Jordan asked if there is any conflict for legislative issues. Mr. Miller said that many of our changes were terminology and we can move forward with the curriculum. Ms. Teske said that there may be concern with costs of the curriculum. Ms. Teske said she does not see any legislative issues.

Mr. Spratt asked about the gaps in the knowledge base. Ms. Teske said that the gaps are different in different areas of the state. Training programs have customized their training to their region. The new standards require NIMS training. Ms. Teske said that she could provide the gap analysis. Mr. Spratt asked about gaps in the committee membership. Ms. Teske said that this will include writing exercises so the volunteers need to understand this will be a working group.

Ms. Biladeau said that staff can provide further information to the Board. Mr. Miller asked that this be an agenda item for next meeting.

X. Executive Committee Report

Mr. Miller said that the Executive Committee met last Thursday. He referred members to the proposed statute change (144E.123 Pre-hospital Care Data). He said that he and Ms. Biladeau worked with MAA to modify this proposed legislation. One of the biggest concerns was the penalties because if we strike this language that does not change the Boards' ability to conduct business. We have never taken a license for non compliance with data submission.

Mr. Miller said that the legislation proposes a workgroup to provide a fresh set of eyes to review data. We do not want to confuse this with the good work of the DPSAC.

Ms. Biladeau said that this legislation has not passed and is still in committee. It is attached to the Health and Human Services Omnibus bill. Mr. Miller said that we want to be proactive and seek members who would want to volunteer for this committee.

Mr. Schoenbaum thanked the Executive Committee for their efforts to resolve this issue and said that Dr. Satterlee should also be thanked for the survey information.

XI. Data Policy Standing Advisory Committee Report

Re-appoint Members to DPSAC

Mr. Miller referred to the handout of the membership of the DPSAC. Mr. Norlen said that the committee appointment is for two years. The request from the current members is that they be reappointed. The recommendation is to approve this membership. Mr. Miller said that this includes industry and state representation.

Mr. Jordan moved to accept the recommendation to reappoint the committee members. Dr. Fink Kocken seconded. Dr. Fink Kocken asked about the Senators position. Ms. Biladeau said that there has not been a new appointment and Senator Kubly remains on the Board. Motion carried.

Hospital Access to MNSTAR Data for Trauma Records

Mr. Norlen said that there was discussion at the last Board meeting about a linkage for MNSTAR data and hospital data. A handout is provided in your packet. The cost is roughly \$40,000 to add this to the MNSTAR system. We will have to maintain confidently for patient identifiable information.

Mr. Schoenbaum said that the trauma system involves both hospital and ambulance information. Each agency has their responsibilities and parallel data collection systems with the same vendor and similar architecture. MDH would like to track a case from the ambulance to the ER to after care. We want to overcome the legal barrier on sharing data. We want hospitals to be able to pre-populate hospital records from MNSTAR data.

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Mr. Dave Zaiman of ImageTrend said that the proposal for the trauma system included wanting to pre-populate EMS information. That component is in our contract with MDH. If the permission were changed this could be activated today at no additional cost. Mr. Schoenbaum said more work is necessary before we can do this because of the data practices barrier.

Mr. Schoenbaum said that this is an interesting proposal and we will continue to work on this at the MDH level and with the Board. Mr. Miller asked who would own this. The price would be \$40,000 but we do not currently have extra money in our budget but we may be able to use grants. Mr. Zaiman said that to fulfill the goal to have an integrated system we could turn on the feature because this is in the trauma system contract. Mr. Miller said that there is a legislative block. Mr. Zaiman said that ImageTrend is willing to work with the Board and MDH. Mr. Miller said that no further action can be taken at this time. Mr. Schoenbaum said that from the MDH perspective we are committed to contributing what it takes to make this work. Mr. Norlen said that this would allow hospitals to have better access to trauma reports. I will not make a recommendation yet, but I wanted to report what is available. Mr. Schoenbaum said that he also wants to discuss this with hospitals. Mr. Norlen suggested a focus group and demonstration with the hospitals that would use this.

Mr. Norlen said that Dr. Satterlee is not here today to give the DPSAC report. The committee met on Monday, May 9. The MNSTAR compliance report will be provided by email next week. If you have questions, please contact me. The MNSTAR compliance report provides a status of reporting from all ambulance services.

Mr. Norlen said that the recent software upgrade provided some enhancements for ease of data entry. We will be developing a new style of data reporting that will limit the fields that need to be completed (for example a canceled call will only have limited fields that need to be completed). The upgrade will include a data mining tool and a data mapping tool. We will be able to schedule reports and services can automatically receive reports. He thanked ImageTrend for their work on the development of these reports. Ms. Biladeau said that this will tie in with webinar training with ambulance services.

Mr. Norlen said that we want to move to the version 3.0 data set and the Board approved the transition timeline. This is a national data set. This will improve data collection for regional systems of care. This will be based on performance measures. Mr. Norlen said that at the January Board meeting the Board approved the proposed timeline. Then, at the March meeting the Board reviewed the timeline again and extended the timeline until December 2012. Mr. Norlen said that at the National Association of State EMS Officials meeting it was announced that NEMSIS changed the data compliance testing date to October 15. The Board will still be allowing over a year for the transition and this should not change the timeline as approved by the Board. Mr. Norlen said that he would provide information to the Board if anything changes. Ms. Biladeau clarified that the 10/15 change does not have an impact on the Board's timeline. Mr. Norlen explained the additional documents in the packet and said that if anyone has questions, please ask members of DPSAC or him.

Prehospital Care Data Workgroup

Mr. Norlen said that staff is proposing the following members for a workgroup. This is a legislatively mandated workgroup. Renee Donnelly, Aaron Reinert, Cathy Neuenfeldt and Dave Rogers.

Mr. Jordan asked about the lack of response from vendors on costs of the upgrade. Mr. Norlen said that this was also addressed in the survey. Mr. Norlen said that from a vendor standpoint if you ask them today what the costs are the vendors should be able to provide a good estimate. The vendors have been involved in the development of version 3.0. ImageTrend can provide a cost estimate if asked. Mr. Jordan asked if the obstacle to report has been removed. Mr. Norlen said that is correct. We have received no comments that

the costs will be excessive from services that completed survey. Mr. Miller said that this will depend on compliance testing.

Mr. Miller said that he would like to see a Board member involved in this workgroup. Any member may volunteer. Ms. Brown suggested that Dr. Satterlee be asked to participate. Mr. Norlen said that he will be contacting these persons to confirm their participation.

XII. Complaint Review Panel Report

Mr. Miller said that that Mr. Simpson has offered to chair the Complaint Review Panel. Dr. Fink Kocken said that she would be interested but cannot also be on the Exec Committee at the same time. Mr. Miller said that he would appoint Mr. Simpson and asked for a volunteer to be the additional member. Dr. Fink Kocken said that the member would be attending six meetings a year. Mr. Miller said that there is a lot of preparation time involved in participating on this committee. The charge of the committee is to have safe practitioners. Ms. Tanner and Mr. Lee volunteered. Mr. Lee withdrew so Ms. Tanner will be appointed.

Mr. Simpson reported that the Complaint Review Panel met three times since the last Board meeting and they conducted the following business:

- 166 disclosures were reviewed; 155 passed, more information was requested in seven cases, three conference invitations were issued, one case was referred to HPSP.
- One mandatory report/complaint was reviewed and closed.
- Two Stipulation and Orders were signed.
- One conference was scheduled. The Attorney General's Office was requested to prepare an Agreement for Corrective Action for one case.

XIII. Other Business

Mr. Schoenbaum said that members of the Board are also on the Joint Powers Committee (JPC) for trauma and he thought that Dr. Satterlee could participate. Mr. Miller said that this is a committee that is heavily involved trauma discussion. Ms. Biladeau said that further information can be provided to interested Board members. Mr. Schoenbaum said that we would like the Board chair to participate on this committee. Mr. Miller asked that this be added to the committee chart.


XIV. Public Comment

Ms. Biladeau introduced staff and thanked them for all of the work they do and recognized their effort in preparing the EMS recognition celebration. This year's EMS Week theme is "EMS Heroes" and it recognizes and celebrates the lives EMS touches every day.

XV. Adjourn

Mr. Lee moved to adjourn. Ms. Brown seconded. Motion carried.

Reviewed and Approved by:



8/24/11

Pat Lee, Secretary

Date

Kevin Miller, Acting Chair

Date