

**HRSA Region 8 EMS Advisory Group  
March 15, 2006  
Bell Memorial – Conference Room B; 6 p.m.**

Present: See Attendance List (Attachment A).

The meeting was called to order at 1810 by Alyson Sundberg. Those in attendance introduced themselves. The videoconference locations were roll-called, and some sites had equipment or site difficulties and were unable to participate interactively, however, were able to hear and see the meeting. The attendance list reflects those who were present.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action &amp; Responsible Party</b>
<b>Approval of 3/15/06 Agenda</b>	Motion to approve the March 15 agenda, without additions or changes.	Motion: Thome Second: Sundberg <b>Motion Passed</b>
<b>Approval of the 1/11/06 Meeting Minutes</b>	Motion to approve the January 11, 2006 meeting minutes, without additions or changes.	Motion: Ghiringhelli Second: DeMarse <b>Motion Passed</b>
<b>MCI/Triage Kits</b>	<p>The MCI/Triage kits have been distributed. Alyson had the distribution list available, as nine agencies have not yet received their kits. The Dickinson county group is the majority, with a few in Marquette County as well.</p> <p>The training powerpoint on START<sup>®</sup> Triage was distributed to all Regional Planning Board members via the CD that they were sent with the meeting announcement. Additional copies will be made to send to the EMS agencies as requested.</p> <p>Alyson also noted that the START<sup>®</sup> Triage wallet cards were being printed, and each agency will receive 10-20 of these based on their size to distribute to their providers as a reference. The printing of the cards has not yet been completed.</p>	Alyson will forward the START <sup>®</sup> Triage system training .PPT to all agencies via regular mail. Included with this will be the reference cards for each provider, and these are not yet duplicated by the printer. All will go out when ready.
<b>First Trauma Care Update</b>	Alyson noted that the FTC courses are ongoing, and we have completed and/or scheduled two in each division as planned. The areas that are scheduled or complete are St. Ignace, Marquette, Ironwood, Ontonagon, Iron River, Manistique, Houghton, Delta county, Sault Ste. Marie, Garden-area, and Alger County. Any area may now request a repeat course, as quite a few have asked that the program be brought back for additional students who couldn't make the first one.	FTC programs to continue as noted. Contact Tom Flynn for scheduling information.
<b>Michigan Health</b>	The MI-HAN program is a requirement of all EMS agencies, and was the purpose of the laptop	EMS Service Directors

<b>Alert Network</b>	program. If you haven't been contacted by Kevin Chau (517) 335-8797 or <a href="mailto:chauk@michigan.gov">chauk@michigan.gov</a> , contact him to be sure your registration is all set, and we will begin alert testing on a routine basis to be sure your information works.	need to contact Kevin Chau and get their MI-HAN set up ASAP.
<b>PEPP Training</b>	The PEPP course has started its tour through the Region. Two courses are complete (Marquette and St. Ignace), with a third scheduled for the western end of the Region (Iron River/Iron Mountain area). Any area who would like a PEPP program should call the HRSA office ASAP to get a proposed date. Luce County did request that we consider a course in their area.	Agencies should call HRSA office to schedule PEPP in their area.
<b>PALS</b>	PALS programs continue for all ALS providers. Alyson said she has been reimbursing EMS agencies who send their people to a PALS course as long as they let the office know ahead of time, and pay/complete the course. She will send a reimbursement check after course completion. Courses have been held in Manistique, Newberry, and are coming up in Houghton and Sault Ste. Marie.	EMS providers are to call and request reimbursement prior to registering for the course.
<b>Patient Tracking System</b>	<p>The Patient Tracking monies must be committed at tomorrow's Regional Planning Board meeting. Ron DeMarse and Bob Schwartz presented at the January meeting the Salamander products. The use of these products in a pilot-site was discussed, with the upcoming exercises planned for spring. A discussion about needed hardware followed by field-testing followed, as well as the possibility of it being compatible with the EMSystems program that we already have access to and are paying for. Ron noted that a training module will be included in the program, and that each 'division' would receive one kit with needed hardware.</p> <p>Dr. Schoenow suggested that we pilot this program, and utilize whatever additional funds we have available to be sure that the pilot is worthwhile. The original Patient Tracking monies are \$48,542 left over from last year that the state granted us an extension on so that we did not lose these dollars. Dr. Schoenow suggested that if additional funds are needed to make the program functional, that we support this.</p>	A request for funding will be provided for the 3/16 Regional Planning Board meeting for review and approval.
<b>NIMS Training</b>	<p>Alyson noted that the \$10,000 per MCA checks were distributed in November. If an EMS agency has not been provided with information regarding the available funding for NIMS training, they should be contacting their local MCA representative to be sure that their providers can meet this requirement using the funding available.</p> <p>Tim McKee provided a summary of what Chippewa County is doing to meet their NIMS training needs. He has offered a few large sessions to allow all to participate, and after completion of the test, enters them in through his office and receives the Completion email. The provider will receive their completion certificate at their home, and should provide a copy. Marquette County is offering four large sessions, and each provider will need to send in a copy of their proof of completion. They are being offered a \$20 stipend for completing this, as well as continuing ed credits. Areas who plan to apply for continuing ed credits should use a local I/C to take care of</p>	All EMS agencies should be working toward completing their NIMS training requirements, including both IS-700 and IS-100. Service Directors and leaders may want to consider IS-200 and IS-800 as well, depending on their local Emergency

	this, but allow the full 30-day time requirement for credit approval before scheduling the course.	Manager's requirements.
<b>EMS Exercise</b>	<p>Nancy Weston provided an overview of the EMS Exercise that is scheduled to meet the program requirements. She discussed the three-phases of this program. The first being the paper exercise that each agency is being asked to complete at their local level to generate any questions or comments from the providers. She walked through the Evaluation Form, the exercise itself, and the objectives. Continuing ed credit (1 EMS Operations) are available for those who complete the paper exercise by forwarding the required paperwork to Nancy when complete.</p> <p>The areas that are being focused on are:</p> <ol style="list-style-type: none"> <li>1. Use of Area Command, how you will handle command and how will it work.</li> <li>2. Surge capacity of EMS and available resources outside of your normal routine.</li> <li>3. MCI/Triage concepts and PPE use</li> <li>4. MI-HAN Practice Alert</li> <li>5. 800 MHz communications (address questions to Ron LeJeune)</li> <li>6. Use of the CISM group on stressed EMS system</li> </ol> <p>The second phase will be a facilitated tabletop exercise that is available in person or videoconference on May 16 from 0800-noon. This will hit on the questions and feedback provided from the local agency level.</p> <p>A functional exercise should be developed in your division for June 13, with a follow-up of all findings scheduled for June 20 regionally (also available by videoconference).</p> <p>Alyson reminded the group that exercises/drills being done that are related to the grant objectives should be documented on a Training Tracking Form, and the costs of any supplies used should be submitted for reimbursement during these exercises.</p>	All EMS agencies will receive a complete packet of the information, and should complete the paper-exercise at the service level no later than 4/22 and return to the Exercise Committee. A representative of each service should be available for the May 16 program. Locally, agencies should start on the details of a June 13 exercise.
<b>EMS PPE Kit Training</b>	Alyson had copies of the PPE video that we received from the State, but let the group know that the version done within the Region was a much shorter and more concise training program. Copies of this are being duplicated on DVD rather than VHS, and are available to those agencies who request this for training in their service.	Send an email requesting a copy of the PPE DVD if you want this.
<b>Mark I Kits</b>	Alyson asked about the border-county process for those in Wisconsin who are now carrying Mark I kits. The order has been placed, but will be distributed only to those Med Control areas who have adopted or developed a protocol for their use with the approval of their medical director. The state model BT protocols include a Mark I kit protocol if agencies would like to consider suggesting that to their local MCA.	Mark I kits are ordered, and will be distributed to agencies in the Med Control areas who have a protocol for their use.

<p><b>Funding Suggestions</b></p>	<p><i>Additional activities that support the program objectives may not have been brought forward to the EMS Advisory Group prior to tonight, and Alyson advised that any activities that we are not aware of should be described and a funding request attached before tomorrow's meeting by 2 p.m. A discussion followed regarding additional needs of the EMS agencies.</i></p> <p>The use of funding to support recruitment of new EMS personnel followed. Joel Bach reviewed the process that Wisconsin has been using, and Alyson noted that in this month's Emergency Medical Services magazine, Wisconsin was highlighted for their efforts. They have put up billboards, and have sponsored road-side recruitment bonfires with EMS agencies, and other original ideas in their area.</p> <p>Nancy Weston requested that we continue to look at the Advanced Hazardous Materials Life Support programs as they found them valuable when they attended, and the materials were well done. Region 7 is working with us to come up with an implementation process for rolling out Basic (BDLS) and Advanced Disaster Life Support (ADLS) programs. A group recently went to Georgia to receive the Train-the-Trainer level, and more should be coming on this.</p> <p>The support of the Patient Tracking System was discussed, and needed funds to assure that the pilot is worthwhile will be provided.</p> <p>Houghton area services requested that we continue to look at additional PPE and patient moving devices for large events. They will submit a request before the 2 p.m. meeting tomorrow to provide the west division with additional supplies to store in their area for use by EMS personnel in a large-scale event.</p> <p>Alyson discussed the purchase of trailers to store/deploy equipment, but noted that last year trailer purchases were acceptable and this year the federal program officer is required to come to your division and review your plans, intended use, and necessity of trailers.</p> <p>John Cox discussed the additional need for supplies in the NEHC sites to protect those EMS providers who are transporting patients. Also, he noted that we should consider additional purchases of 800 MHz radios if additional funding remains. A discussion regarding the difficulty in getting 800 MHz radios followed, as some agencies are paying User/Mic Fees and don't have their radios programmed yet. Alyson advised that they should check with DIT, and if they do not have workable radios yet, not to pay the Mic Fees until they are operational.</p>	
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<p><b>Remaining FY06 funding</b></p>	<p>Alyson noted that we have had our funding on the table since the September meeting, and no EMS-specific projects have been discussed at the November or January meetings. This funding must be committed at the 3/16 (tomorrow) Regional Planning Board meeting, as was stated in September. We had set aside \$100,000 for EMS exercises at the start of the year, and the agencies that have developed grant-objective related exercises are minimal. Appreciation goes out to the Exercise Committee (Weston, Thome, Flores, McCune, Kauer, LeJeune) for putting together what was presented tonight. A request for \$13,000 was received from the committee to complete the process, and will be presented to the Regional Planning Board tomorrow.</p> <p>The three main objectives for EMS this year were 1) Region-wide exercise addressing Casualty Transportation System (CTS) and EMS agency role in the Modular Emergency Medical System (MEMS) set up; 2) Mutual Aid Agreements between agencies and Medical Control Authorities; and 3) ChemPack and MEDDRUN training for those EMS agencies who are contracted to deploy these resources. The Mutual Aid Agreements (MAA) signed by the MCA's a few years ago address protocol-based resource sharing and crossing jurisdictions with patients, but do not address the sharing of personnel and resources in other licensure areas. Alyson noted that the state is discussing the development of a statewide MAA that will address EMS agencies, but it is with the attorney at this point and not yet available.</p>	<p>All suggestions will be discussed at the 3/16 Advisory Committee and Regional Planning Board meetings.</p> <p>Alyson reminded all those in attendance that they are always welcome at the full Advisory Committee meeting if they wish to attend.</p>
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Another roll call was done of all sites for any other comments. The meeting was adjourned at 1945 hours.

Respectfully Submitted,  
*Alyson Sundberg*  
Alyson Sundberg  
Marquette County EMS MCA