

EMS Oversight Authority Board Minutes January 27, 2014

Call to Order

The meeting was called to order by April Rimpley at 4:00 p.m.

Roll Call

Denise Dredge called Roll.

Notice of Open Meetings Law

The Notice of Open Meeting Law was posted.

Board Approval of Minutes

It was noted that on Page 1 of the November 25, 2013, minutes under Board Approval of Minutes, it should read "Discussion took place regarding spinal immobilization (not mobilization)..." Tiffani Arndt made a motion to accept the minutes with the noted change. Kyle Michaelis seconded. The motion passed.

Advisory Committee

Jan Shaner reported that the Advisory Committee has not met since the last Board meeting.

Training for Contracting Agencies:

Mike Dvorak is doing more teaching and currently using SCC resources. Mike Dvorak did make a request to the Advisory Committee for purchase of training equipment. Mike Dvorak is verifying purchase information with various vendors. He will bring forward a line itemized proposal for the Board to review and approve. The Board is willing to entertain his proposal and agrees that we should not be using training equipment from SCC. April stated that we want to make sure we understand pricing options, replacement and ongoing preventative maintenance, and life span of equipment.

Jan Shaner questioned if we look toward healthcare/city facilities and vendor discounts. We want to do thorough investigative work upfront, but we don't want to delay the purchase of training equipment for too long. Dr. Bonta questioned if SCC is aware that Mike uses their equipment. The answer is "yes" and Mike replaces on time and keeps in good working order.

April Rimpley requested that Mike Dvorak prepare and submit an itemized list prior to the next Board meeting.

DNR Form

The DNR Form is easy to read and pretty clear cut. It is now published on the EMSOA Website (<http://lincoln.ne.gov/city/fire/emsoa>).

City Response and Mass Casualty

It was questioned at what point do we bring in other providers? Is there a Mass Casualty policy? We follow the City Ordinance and when LFR is at the point of being over taxed with resources, they have the ability to call in additional resources. This will be discussed further at the February 11 Advisory Committee meeting.

Medical Director Report

EMSOA Additions

- Red Cross - A revised contract has been sent to the Red Cross, but we have not received back a signed copy.
- Eagle Rescue – The current Medical Director Eagle Rescue is nearing retirement. Dr. Kruger met with the Squad last week. April Rimpley questioned if the Board needs to review taking on new contracting agencies.
- Dr. Bonta shared his concern of adding more agencies and still being able to provide good care. He questioned how can we take on more agencies when we can't get to the ones we currently have contracts with? April Rimpley stated the Board needs to look at the number of contract agencies we should have and how are we providing oversight to these agencies? There was much discussion on quality of care – has it improved, has it declined?
- The Board asked Mike Dvorak to look in depth at what data we are collecting from the contracting agencies and to report back to the Board. Deb Schorr questioned how much information can be pulled out of the state system? It was stated that we can only pull up and see what is electronically recorded (call volume time, reaction time, etc.). Dr. Bonta stated he thought all data can be pulled from e-Narsis. It was stated that squads can manipulate the system. Doug Fuller may have a way to pull data from the Report Writer. Tiffani Arndt and April Rimpley looked at other agencies reports and it was determined that we are asking for the right data on the patients being served.
- The deadline for being electronic compliant is January 1, 2015.

Care Registry (See Handout)

We have been participating since October 2013. It looks like we'll expand throughout the State. We only have 3 months worth of data, so our numbers are not statistically significant. LFR does a good job of high quality CPR.

Dr. Kruger thanked Denise Dredge and Julie Townsend for inputting the Bryan and SERMC CARES data.

Cardiac Arrest Data

We started CARES on October 1, 2013. Dr. Kruger distributed the 2013 report.

NAEMSP Annual Meeting

Dr. Kruger reported he attended the Annual NAEMSP meeting. LFR may have the opportunity to join a national cardiac arrest study. A proposal will be sent to the CDC → bundle of uninterrupted chest protocols, measure CPR fractions, measure interpretation, bundling of education, better outcomes.

LFR Commission on Accreditation of Ambulance Service Application

LFR is well above and beyond the State and Local requirement. Dr. Bonta is a CAAS reviewer. The CAAS holds ambulance services to a higher standard – most work is done off site, allows services to become more efficient. Currently, there are no other certified ambulance services in Nebraska. Roger Bonin reported the timeframe for finishing the Application is 2014.

This is an app that can be downloaded to your Smart phone. The app tells where the cardiac arrest is and where the nearest defibrillator is. The app currently works in 8 states and 2 countries.

Airway Training

Darryl Hartley presented a fairly resourceful course using pig trachs with lungs attached. This was nice for providers without a lot of medical background. Using pig trachs was a good way to see how the lungs function. Aaron Pospisil stated it was nice to have something more realistic to work with. Roger Bonin reported this is something that they are going to try to do yearly. A possible resource for donation of the pigs is Farmland Foods in Crete.

LFR Report

Roger Bonin reported that LFR has hired a QA person to review LFR charts and those comments will be routed back to the individual providers. The LFR QA person will collect and review all data points from this point forward. Roger stated these same charts could be reviewed by Curtis Olson for EMSOA.

911 Report

No report.

Management Team

Review of any needed election for Officers/Terms

Election of Officers was to take in January. Deb Schorr will remain on the Board until her term expires in 12/2014. Kyle will step into the President role.

We will reappoint current officers for another year – President-April Rimpley; Vice President-Kyle Michaelis; Secretary, Kara Biven, MD (will take minutes at closed Executive Sessions); and Treasurer **Who is this?**

Orientation to the Board for New Appointments

- Doug McDaniel expressed concern that there is an apparent lack of engagement with the Board members. He was asked by the Mayor to serve on the Board, but

how do we engage Board members? Is there an orientation to the Board?
There needs to be appropriate training for staff and committee members.

- Action: The Management Team will meet and develop a recommended structure and Board Orientation.
- Action: April Rimpley will visit with Rick Hoppe regarding communication with the Mayor’s Office regarding new appointments.
- Meetings will be set up for the Management Team to narrow down QA expectations, what is our course of action when expectations are not met, time card structure – notify Management Team of invoices, etc., being paid, work on communication and structure.

Advisory Committee

Tiffani Arndt stated the Advisory Committee should be the ones in the know. It is not the Board’s place to get into operational issues, and 2-way communication is important and the key. The Advisory Committee should be making recommendations on “hot topics”. It was questioned if the Advisory Committee is getting the information they need. They need to be looking at:

- Trends
- Structure and how this was supposed to work
- Key points in addition to oversight

Finance Report – November

- Please see the Finance Report that was sent out with the November Agenda Packet.
- Pam Randall reported that Operating Expenses are slightly down and includes the following:

Contract services:	\$10,921
● Medical Director	
● Curtis Olson (30 hrs/mo)	
● Mike Dvorak (25 hrs/mo)	
D & O Insurance	555
Mileage Expense	92
Accounting Fees	145
In-Kind Services (Bryan and SERMC)	6,752
Donation	500
Total Operating Expense	\$18,965

- We presently have \$259,000 in assets.

QA Data and Reporting Forms

Curtis Olson and Mike Dvorak both have the QA Data Forms the Board approved for their use. There is currently no historical data.

There has to be a common understanding between the Management Team and the QA staff.

LFR (Curtis Olson) – During the last couple of weeks was able to get in and make comments on charts. He would like to mesh with Mike and do the same QA process.

Contracting Agencies (Mike Dvorak) – He would like to expand on the required data points and use E-Narsis and add to his monthly report. It was reported and the Board concurred that when Tami Meyers vacated her position, there was lack of accountability and review of charts.

Mike sent an email to the Management Team regarding numbers for December:

- Used the reporting form sent to him, need to add Midwest Medical
- 1 code 3 chart was received and everything seemed in order and justified
- Only concern is becoming more proactive in moving the agencies still using paper documentation forward to transitioning to electronic documentation

Denise will resend to Mike and Curtis the approved QA Data Forms (spreadsheet) that they need to be using and submitting to the Board for review.

QA Data – Stroke Alerts

We need to resume follow-up stroke care reporting from each of the hospitals. The Bryan contact is MaryEllen Hook and the SERMC contact is Elizabeth Malina.

QA/QI Updates

Dr. Bonta expressed concern that we are now 24 months out and we have no data to review. He suggested putting data into a spreadsheet that EMSOA could review, and submitting this on a timely basis. Dr. Bonta feels very strongly that we owe it to the Mayor, the County and the City to look at the data points and to do what we were elected to do on the Board. A suggestion was made to possibly consider an external audit for evaluating QA/QI data points that are available. The Board dropped the ball when there was a change of hands in the Board membership. Tiffani Arndt questioned who historically did QA/QI – EMS, inc. did in the past but LFR never saw the data. It would appear that QA/QI dropped off since EMSOA started.

Curtis Olson reported having log-on problems for several months. Tiffani Arndt questioned if we can pull information off of E-Narsis (Zoll) so we at least have some data for review and trending.

Tiffani Arndt suggested that the Management Team needs to ascertain what the issues are, and develop and communicate what the Board's expectations are. The

Management Team needs to come up with a strategy to get this done in a timely manner. There appears to be a lot of disparity in the Board structure.

EMS Quality Assurance Report

This is a new requirement by the State for 2014. The inspection sheet is similar to what is used by the State of Nebraska when services get audited. Dr. Bonta will check into it and report back to the Board at the March meeting.

LFR and Contracting Agencies

The Board, as well as Dr. Kruger, want reassurance that all is lined up with the EMSOA contracting agencies with regard to:

- Training
- Licenses
- Education
- Maintenance – Ambulance records

Mike Dvorak shared he does have a concern that squads sign in under one person's log in. One contracting agency has an issue with specific individuals getting log-ins. Passwords are unique and SHOULD NOT be shared! The person giving primary care has to be logged in. Some concern with charting, being able to read handwritten charts, etc. Doug Fuller give a lecture on proper documentation in E-Narsis – perhaps we could use him as a resource.

Mike Dvorak would also like to see on the EMSOA website the following:

- HIPPA Form
- Refusal of Care
- Sign-Off of Care
 - Standard forms that EVERY agency can use. Mike will create drafts and take to the Advisory Committee for their input.

Adjournment

The meeting adjourned at 5:58 p.m.

c: Rick Hoppe (RHoppe@lincoln.ne.gov)
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