

TSE Council

Minutes

Location: Oxford Suites, Boise, ID

Date: 4/14/2015

Time: 9 am – 5 pm

Participants

Nicole Noltensmeyer	Bill Spencer	Greg Vickers	Brian O’Byrne
Brad Huerta	Jason Steik	Drew Forney	Casey Meza
Toni Lawson	Erin Bennett	Cheryl Hansen	Bill Morgan
Kelly McGrath	Dennis Carlson	Harry Eccard	John Mayberry
Mike Weimer	Christine Shirazi	Teresa Smith	Mary River
John Perl	Erin Shumard	Christian Surjan	Maria Hoggan (via phone)

Agenda Item	Discussion	Action Required
Open Meeting	<p>Quorum established. (14 of 17 Council members present)</p> <p>Bill Spencer moved to accept the March 10, 2015 minutes, Chris Way seconded, and the motion passed unanimously.</p> <p>Chris Way moved to accept today’s agenda, Kelly McGrath seconded, and the motion passed unanimously.</p>	Decision
Legal Questions	<p>TSE staff presented the Non-Disclosure Agreement form and the Records Request form. Both forms will be available to print from the TSE website.</p> <p>Rob Adelson, Deputy Attorney General, was present to answer questions from the Council. Kelly McGrath asked about what happens to records after the regional committees are done reviewing them. Jason Steik indicated that his region is creating a fill-in-the-blank style request form. Rob and Christian Surjan will put together a handbook for the regional committees. Bill Spencer asked about the legality of doing QI via telephone. Rob said that there are no legal restrictions, as long as the same procedures are followed as in person meetings. Rob and Christian will include this in the handbook as well.</p> <p>John Mayberry asked if the Open Meeting Law and procedures for going into executive session need to be included in the regional bylaws. Rob said that it wasn’t required, but was a good idea to include it.</p>	Information

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Old Business	<ul style="list-style-type: none"> • Dr. Morgan has spoken with the Idaho Medical Association and they are working with the Idaho Legislature and the medical associations in bordering states to resolve the current issues. • Jami Thomas will check on prices for TSE jackets and shirts and bring them back to the next meeting. • The TSE staff presented a Proxy Form. The form will be placed on the TSE website for use as needed. The bylaws were amended to better indicate that a proxy should be designated in writing (either on paper or via email). Chris Way moved to accept the amendment, Kelly6 McGrath seconded, and the motion passed unanimously. • Christian Surjan discussed the lack of a need for a Disaster Committee as part of the TSE. TSE staff will arrange for Chris Burgess from Preparedness to come to the next TSE Council meeting and discuss disaster preparedness and how the TSE can be involved. • Christian presented the TSE bands that he would like to utilize. They are from STATBand and cost \$0.45-0.49 per band. Two potential problems were brought up: one, there are not enough stickers on the bands; and two, they need to be branded with “Idaho TSE” and “Do not remove”. Christian will check with the company to see if they can add more stickers and brand them. The Council would also like to get feedback from the regional committees before making a large investment. 	Information
Regional Committee Reports	<p>Chris Way – North Region They are working on bylaws and are nearly finished. They have established a QI committee and an executive committee. They meet on the 3rd Friday of every month. Currently, meetings will take place at Kootenai Health, but they do plan to rotate meeting locations once they are more established.</p> <p>Jason Steik – North Central Region They are working on their bylaws. They have discussed QI procedures. They are continuing to do an in person EMS survey of each entity to determine their resources and capabilities. They would like to standardize trauma activation levels and code sheets. They are working to determine what benchmarks they would like to track.</p> <p>John Mayberry – Southwest Region They have had a lot of interest from specialists in participating in their regional committee. They are also working to determine what benchmarks they would like to track.</p> <p>Kevin Kraal – South Central Region They are meeting on the first Wednesday of every month. They are putting together a program to instruct QRUs. They are nearly finished working on their bylaws and they are working on stroke transport criteria.</p> <p>Greg Vickers – Southeast Region Their last meeting was canceled. Their next meeting is planned for the end of April; no specified date yet.</p> <p>Brian O’Byrne – East Region Their next meeting is Tuesday, April 28 from 1 to 3 pm at Madison Memorial Hospital, Steiner Room.</p>	Information
Trauma Registry	The Council re-evaluated the current data dictionary for the Idaho Trauma Registry (ITR). Several items were removed from the data dictionary and the new list will be forwarded to the ITR by TSE staff.	Decision

Agenda Item	Discussion	Action Required
STEMI Criteria	The Council heard feedback, and made a few minor changes to the STEMI criteria. Bill Spencer made a motion to accept the STEMI criteria and add it to the Rules and Standards Manual, Kelly McGrath seconded the motion, and the motion passed unanimously.	Discussion and Decision
Level I Stroke Center Criteria	The Council, along with several stroke experts in attendance, evaluated the Level I Stroke Center criteria line by line. The resulting criteria for Level I Stroke Center are available on the TSE website. tse.idaho.gov The Council will accept written comments regarding all of the stroke criteria until Friday, May 8, 2015 or verbal comments at the next Council meeting on Tuesday, May 12, 2015. This will be the final opportunity to comment regarding stroke criteria before publication.	Discussion & Decision
StateComm	Michele Carreras from StateComm gave a brief presentation on the current and potential capabilities of StateComm. StateComm is part of the Bureau of EMS and Preparedness, all of their staff is trained to do EMD, they do all of the Idaho Transportation Department's dispatching, and they work with all of the air med agencies in Idaho. StateComm has the ability to be the central dispatch for all of the air med agencies in the state. Christian Surjan will bring it up at the next EMSAC meeting to find out if this is possible.	Information
Application Packets	Nicole Noltensmeyer showed the Council the Application Packets/Tool Kits that she has been working on.	Information
Next Meeting Agenda	Next TSE Council meeting is scheduled for Tuesday, May 12, 2015 at the Oxford Suites in Boise. <ul style="list-style-type: none"> • Chris Burgess from Preparedness • Feedback from regional committees on the TSE bands • Statewide QI • Standardization of trauma activation levels statewide • Freestanding EDs 	
Adjourn		

