

**State of Wisconsin  
Emergency Medical Services Advisory Board Minutes  
Department of Health Services  
April 2, 2014  
10:00 AM-12:00 PM**

**Members in attendance:** Jerry Biggart, Greg West, Carrie Meier, Steve Bane, Kathleen Bruss, Tim Weir, Dr. Cady, Dr. Collela, Dr. Martens, Dr. Kim, Mindy Allen, Brian Litza

**Members excused:** Jim Austad, Mark Fredrickson, and Les Luder.

**Call to Order:** Jerry Biggart called the meeting to order at 10:05 AM.

**Introductions:** Introductions around the room.

**Approval of Minutes:** Motion to approve the previous meeting minutes from called by Jerry Biggart, made motion. Dr. Collela made the second. All approved. Motion carries.

**Presentations:** Khalid Ateyyah  
Emergency Physician from Saudi Arabia, EMS fellow at the Medical College of Wisconsin

**Reports:**

- **EMS Data Management and System Quality- Kathy Bruss reporting**

Some discussion in regards to the extension of the ICD-10 data codes by congress. Image Trend passed NEMSIS 3 testing and should be good to go. Doing rollout at areas around the state. Next meeting will be next week in Rhinelander. Sanzio out of Duluth is ready to go but have no clients in Wisconsin as of yet

WI TRAC integration is going well. Some concern about the visibilities those are present. There currently is no service locking of the view so people cannot change the view.

Aggregate reports by region is still not ready. Image Trend is working on it. Discussion from committee on the amounts of data in the system and how it is used. What items are being submitted and what items are lacking. Trauma and Pediatric Reports need to be established. Simplified report to send to every service would be a sensible start to get them rolling on the importance of data.

Chuck will run report on the number of chest pain patients that receive ASA as well as Oxygen. This will be sent to all services and include a survey monkey on if it was helpful. Kurt Zellmann will initiate the survey and pass around to the group  
Send the link for the data definition set (8 page) to all service directors.

Non reporting services 6 in total.....Petosi, Watertown, Germantown, Hazel Green, Maple Bluff...Some are firehouse related...Hazel Green has not responded to the inquiries.

- **EMS Education and Training – Greg West reporting**

State competency document was updated by WCTC based on results of CoAEMSP site visit and applicable accreditation standards and interpretations. Document was approved by the EMS Training Centers at their last meeting. Motion Bruss, second Ridings to approve the draft document as presented for consideration by the full Board.

Greg West called for a motion to send the competency document to the DHS/EMS Office for review and finalization. Mindy Allen seconded, all in favor motion approved.

WTCS working with state office to develop a more “robust” instructor evaluation process as suggested by NHTSA review. WTCS is hoping to pilot the evaluation tool this coming school year.

S & P manual has been updated to include all EMS levels in the state. Some formatting issues are currently being addressed before the draft document is released for comment and feedback. It was stated that now is a good time to ensure updates based on emerging medical data and trends are included in the document.

The following 2014-2016 hot topics are suggested by the committee:

- • Selective spinal immobilization (who, not how)
- • Rescue task force awareness
- • Narcan changes awareness

Greg West called for a motion to send the suggested hot topics to the DHS/EMS Office for review and finalization. Carrie Meier seconded, all in favor motion approved.

LESB is currently planning on adding eight hours of EMS training for officer survival to the proposed 708 hour recruit academy.

Narcan pilot has seven cases submitted to the office thus far. Some concerns regarding protocol issues and lack of medical director follow-up.

- **EMS System Management – Greg West reporting**

Conversation on the budget process and a review from last meeting regarding when to meet with legislators and the Governor to be included into the formal budget. The board was a bit late last budgeting cycle for inclusion into this cycle. These NHTSA initiatives should be mapped to the Governor's initiatives. Should have the amount that is needed before the request and initiatives are set. Should have the statistics and how this money will help people.

Dana Sechler is working on the Call to Action and is going to forward this to the entire sub-committee. This identifies the NHTSA objectives.

Nationwide disagreements as to where the program is going. Dana Sechler thinks that we need to define what this looks like in Wisconsin. Is it like Green Bay Metro FD or will it be more like Baraboo. If it is within scope, why should we reinvent the wheel and create another level of care?

Trans 309 DOT is working on the draft. DOT is looking more toward inspecting the ambulance and less inspecting the equipment. Will keep this in the forefront moving forward.

EMS Personnel Credentialing (DHS 110.52) questions brought by Jerry Biggart in regards to DHS 110.52 and the meaning of it.

EMSC is trying to gain information of interfacility guidelines. Dr. Cady will get the updated interfacility guidelines to the group and bring up again at PAC.

- **EMS Service Development – Mindy Allen reporting**

Service Directors website is complete and posted on the Wisconsin EMS website.

High School document has been finalized by the Department and posted on the Wisconsin EMS website.

Active Shooter Events – watched a Utube video

Active Shooter information sent to committee members. Focus of committee to focus on “warm zone” training. U-tube video viewed relating to the need for warm zone training. Mindy Allen advises that the scope of the charge of this committee is to develop a warm zone document relating to items needed to facilitate a warm zone entry and to utilize best practices to develop this document. Brad Bowen suggested creating a “road map” to create interest in the concept and ultimately the document. Once the document is created law enforcement agencies should be consulted and informed.

Brad Bowen noted that as a resource, on the Oak Creek plan there is a synopsis of the potential equipment that may be utilized in a warm zone situation. Guest speaker suggestions include: speaker from WEM governors' conference (individual to be determined) Carrie Meier may also have a resource and will report back later to the chair. Steve Bain will also be bringing back to the chair other information.

Mobile Integrated Healthcare discussion in Systems Development Committee on 04-01-2014 that Mobile Integrated Healthcare can potentially be utilized by all levels. Floor opened for discussion as to where the Service Development Committee aligns with the Systems Development Committee on this topic. Mindy Allen suggests that this item be tabled to next meeting to determine the tasks of this committee in collaboration with the Systems Committee.

- **EMS Physicians Advisory Committee – Suzanne Martens, MD reporting**

All 9 current members able to attend, either in person or via computer link

*Narcan* pilot program and legislation update

State EMS Medical Director job description

Information provided to Jennifer Ullsvik

Further details and best examples to be defined

Expired medications

FDA oversight/rules

Utilization defined as a “local decision”

Definitions, possibilities, liability, responsibility to be investigated further

Review of scopes, protocols and policies

Assisted medications

PAC to develop protocol template for assisted medications outside provider scope of practice

Examples: Glucagon autoinjector for DM, Diastat/rectal Valium for seizures, steroids for adrenal insufficiency

ASA by FR/EMR = recommendation as advanced skill with \*\* (two stars)

Forwarded to Board for acceptance/approval vote

Vascular clamps: introduction and discussion on indications, utilization, risk/benefit, various devices, applicable scope

Interfacility Transport Guidelines

To be reviewed and updated again to reflect current practice and language; were updated by Dr. Cady a couple of years ago

EMS-Children request emphasis on transfer agreements

EMSC has asked that this be updated to help them in the development of transfer agreements. The most recent document they access to is from 2006. PAC to work with Cady's update and to provide final recommendations.

Interfacility transport guidelines.

- **EMS-Children-Dr. Kim –reporting**

Strategic planning session

Administrative support for the ‘Patient at Risk’ program was approved.

Short term goals for WI EMSC were identified

\*Increased pediatric emergency education for all level of prehospital providers

\*Awareness of special care needs patient (PAR program)

\*Enhanced pediatric education of rural providers and 1<sup>st</sup> responders

Train the trainer

Utilization of technical college resources

Improve hospital pediatric readiness based on the survey

Modify mission statement

Seek collaboration from other state agency or organization that working to improve pediatric health

Improve off-line medical direction

Increased utilization of RTAC coordinators for pediatric education

Consider video or on-line educational format

Facility recognition and education subcommittee will be formed

Advisory board membership finalized

Chair	M. Kim
Pediatric MD	C. Spahr
Emergency MD	P. Drayna
PEM RN	MJ Erschen-Cooke
EMS rep (4)	D. Ridings, D. Erschen, J. Selwitschka, A. Werth
EMS state agency rep	B.Litza
EMSC PI	J. Ullsvik
EMSC Grant Manger	A. Brouillard
Family Rep (3)	K. LaBracke, E. Davy, J. Jackson
EMS Board rep	R. Colella
RTAC coordinator	G. Breen
Hospital rep (4)	H. Godemann, B. Harris, M. Mulhall, (vacant)

- **Statewide Trauma Advisory Council – Dr. Collela reporting**  
RTACs are moving to the WEPP and creating Healthcare coalitions and the STAC membership has been completed and the STAC has full membership.
- **EMS Medical Director Report – Dr. Chuck Cady reporting**  
Attended NASEMSO for state medical directors, very good conference and ability to meet with peers. Spinal Immobilization, CPR and the components of implementation, are hot topic across the country CPR sample protocols are an option to utilize to drive local practice.  
Narcan legislation  
Medical Director job description participation from the EMS community to help direct the prioritization of the medical director responsibilities and duties.

### **State Office Update – Brian Litza Reporting**

Announced new staff the Section Epi and budget person

Participation at the NASEMSO meeting. Two major topics interstate EMS compact and ambulance vehicle standards.

The EMS Unit has been hosting WARDS trainings and Service Directors courses. During these trainings the EMS Office staff has also been assisting with the 2014-2016 renewal process. Information was sent out to providers thru the E Licensing system.

EMS Unit has updated the EMS Medical Directors page on the EMS web site. Information was sent out to providers thru the E Licensing system <http://www.dhs.wisconsin.gov/ems/index.htm>

The EMS Unit has deployed the Service Directors page on the EMS web site. Information was sent out to providers thru the E Licensing system <http://www.dhs.wisconsin.gov/ems/index.htm>

The EMS Unit has developed a EMS Training Center Training Permit web page as well as step by step instructions for how to complete the process to obtain a EMS Training Center Training Permit. There is also E-Licensing account set up instructions available as well on WI EMS website. All of these instructions were also sent out to all licensed WI EMS Instructors and training centers thru the E Licensing system.

The EMS Unit has also posted the FEMA Active Shooter document for EMS Providers.  
High School EMT Basic program document is also available on the WI EMS website. This is the document completed in partnership with the EMS Service Development Sub Committee of the EMS Advisory Board. We would like to thank that committee for all of it's work.

The EMS system currently has 63 services are currently enrolled into the pilot. There have been 7 uses of naloxone. 3 by ALS, 1 I-tech, 3 EMT. EMS has been providing good follow up, but medical directors have not been filling out select survey.

The EMS Unit has requested an EMS proclamation for EMS week. EMS week is May 18-24, 2014 and the National EMS Day for Children is May 21, 2014. We will be posting the EMS Week proclamation on the EMS website for you to use in your local EMS week celebrations.

FAP program applications have transitioned into the E Licensing system. Over the past few years the EMS office has been working to moving all EMS applications and processes into the E Licensing system. FAP program has additional information and guidance available on the WI EMS website. Information was sent out to providers thru the E Licensing system.

The WI DNR program has made its forms and medic alert brochure also available on the WI EMS website on the DNR page. Medical facilities also have the ability to order the DNR inserts online. For more detailed information visit the EMS website.

First Responder grant update and why not pursuing the money. Information was sent out to providers thru the E Licensing system providers thru the E Licensing system in the [Memo 14-02](#), this memo is also available on the WI EMS website <http://www.dhs.wisconsin.gov/ems/index.htm>.

For the 2014-2016 Renewal cycles there are 97 service licenses renewed and 5,983 individual providers renewed. All of the renewal information and step by step instructions are available on the WI EMS website 2014-2016 web page. We also have posted a step by step webinar to assist you in completing the application process. All of this information is available on the WI EMS webpage.

2014-2016 Renewal notices are being prepared to send out to all EMS providers that have not renewed their current license thru the US postal mail. If you have already been issued a 2014-2016 license you will not receive a renewal notice in the US postal mail. All individuals need to keep their contact information that is email and US postal mailing information up to date in E Licensing as a requirement of DHS 110.13. By doing this you can avoid any administrative fees, important information about your license and provider status and important EMS system information and updates.

The EMS office staff is always working on updating the EMS website for the most real time information available to providers.

**Old Business:**

Helicopter EMS Guidelines  
No Update given

EMS Medical Director Contract  
Draft document has been approved for submission, when posted it will have a thirty day turn around. It is on track.

Updated board standard operating procedures  
Document was sent out to the board, Jerry Biggart called for a motion and it was seconded by Greg West, all in favor motion carries.

**Next meeting date:** EMS Advisory Board meeting June 4, 2014 at 10:00 AM

**Adjournment:** Jerry Biggart called for a motion, made motion Dr. Colella, Carie Meier seconded. Meeting adjourned at 11:12 AM