

**WISCONSIN EMERGENCY MEDICAL SERVICES BOARD
MEETING AGENDA
EMS SYSTEMS MANAGEMENT & DEVELOPMENT COMMITTEE**

**Tuesday, December 1, 2015
Great Wolf Lodge
Wisconsin Dells, Wisconsin**

MEETING STARTS	01:30 PM	MEETING ENDS	03:00 PM
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FACILITATOR	Mindy Allen, Committee Chair / EMS Board Member
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	AGENDA ITEM / ACTION ITEM	MEMBER RESPONSIBLE	DURATION
01.	Call Meeting to Order	Mindy Allen	<01 Minute
02.	Approval of Minutes <u>Action Item:</u> Review Minutes Prior to Meeting	Committee	<02 Minutes
03.	Introductions	Mindy Allen	<02 Minutes
	OLD BUSINESS		
04.	FAP Escrow Report <u>Action Item:</u> 1. Requested FAP report from EMS office that shows # of services applied, amount of funds paid out to each, # of services opting out, # of services that did not opt out but have no EMT-basics and who will escrow funds. 2. Report to show escrowed funds for each service. 3. Report to include escrow auditing procedure.	EMS Office	05 Minutes
05.	REPLICA <u>Action Item:</u> 1. Provide follow-up report from Stakeholder Conference Call that was held on 10/21/15	Mindy Allen	05 Minutes
06.	Medicaid Reimbursement <u>Action Items:</u> 1. Get report from DHS showing funds that have been paid out vs. what is billed 2. Meet with Charles Morgan & Kevin Moore 3. Develop allowable reimbursement scenarios w/payor mix, for (i.e. ALS, Refuse Treatment, PNB, 12-Lead, CPAP) 4. Provide report and recommendation at December meeting.	Dana Sechler - Lead Larry Knuth Mark Fredrickson	15 Minutes
07.	PSAP Pre-Arrival Instructions <u>Action Items:</u>	Josh Finke - Lead Dr. Zils	15 Minutes

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	<ol style="list-style-type: none"> 1. Sub-Committee to develop memo and guidance to send to all PSAPs. 2. Draft document to be reviewed at December meeting. 	<p>Jerry Biggart Carrie Meier</p>	
08.	<p>Background Checks</p> <p><u>Action Items:</u></p> <ol style="list-style-type: none"> 1. Research and provide recommendation to require or not require background checks for Federal Initial, state & federal renewals. Consider funding source and unfunded mandates 2. Develop guidance document w/resources for use by service directors to perform in-house background checks 3. Draft document to be reviewed at December meeting 	<p>Don Kimlicka - Lead Brad Bowen</p>	10 Minutes
09.	<p>Sustainable Staffing</p> <p><u>Action Items:</u></p> <ol style="list-style-type: none"> 1. Develop best practice document for use by service directors. 2. Request from EMS Office the implementation process for new FR staffing law 3. Assign additional committee members for workgroup 	<p>Mindy Allen David Rae</p> <p>Need additional committee members for this workgroup.</p>	10 Minutes
NEW BUSINESS			
10.	<p>License Renewal Period</p> <p><u>Action Items:</u></p> <ol style="list-style-type: none"> 1. Assign workgroup 2. Define project scope 3. Review document showing area states' renewal practices 4. Develop recommendation to maintain or increase license renewal period 5. If increase, include minimum annual CEH requirement 	<p>Mindy Allen</p>	10 Minutes
11.	<p>Special Event Operational Plans</p> <p><u>Action Items:</u></p> <ol style="list-style-type: none"> 1. Assign workgroup 2. Define project scope 	<p>Mindy Allen</p>	10 Minutes
12.	<p>Items for Next Agenda</p>	<p>Mindy Allen</p>	04 Minutes
13.	<p>Adjourn</p>	<p>Mindy Allen</p>	<01 Minute

NEXT MEETING DATE	02/02/2016
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