



Mountain-Valley

Emergency Medical Services Agency

REGIONAL ADVISORY COMMITTEE MEETING

WEDNESDAY, September 21, 2005

Lake Tulloch Resort

MINUTES

MEMBERS PRESENT

Al Lennox, Amador County Representative
Don Zyski, Calaveras County Representative
Mildred Zyski, Calaveras County Representative
Mike Skinner, Stanislaus County Representative
Cindy Woolston, Stanislaus County Representative
Laura Shouse-List, Stanislaus County Alternate
Suzanne Turpin, Mariposa County Representative

MEMBERS ABSENT

Drew Hood, M.D., Amador County Representative
Randy Pirtle, Stanislaus County Representative

STAFF

Doug Buchanan, Deputy Director
Marilyn Smith, Response & Transport Coordinator

GUESTS

Jesse Figueroa

CALL TO ORDER

The meeting was called to order at 1:05 p.m. by Chairman Don Zyski, and introductions were made.

CONFLICT OF INTEREST STATEMENTS/FAIR POLITICAL PRACTICES

Members were reminded that they should recuse themselves during any discussion concerning a topic of which they may have a conflict of interest.

PUBLIC COMMENT – No comments.

ACCEPTANCE/ADDITIONS/DELETIONS TO AGENDA

M/S/C (Lennox/M. Zyski) To accept the agenda as presented.

Vote: Unanimous

CORRESPONDENCE/INFORMATION

Mr. Buchanan reported that Brad Sidwell, an Alpine County representative, has resigned as he no longer works in that area. As a result, Alpine County has no representation on the Regional Advisory Committee, and Mr. Buchanan has informed the Alpine County Board of Supervisors.

In addition, Amador and Mariposa Counties have vacancies and their Boards have been advised. Mariposa County is scheduled to reappoint Jesse Figueroa.

APPROVAL OF MAY 2005 MINUTES

Mr. Buchanan apologized that the minutes were not included.

M/S/C (Woolston/Skinner) To defer approval of the May 2005 minutes until the next meeting.

Vote: Unanimous

STATUS OF POLICIES UNDER DRAFT OR REVISION

Mr. Buchanan reported that the following policies are listed for information only. Staff is reviewing the documents and they will go out for review sometime in the near future.

- 442.00 Out-of-Region based EMS Aircraft
- 554.00 ALS introduction
- 560.11 Documentation of Patient Contact
- 580.10 Interfacility Transfers
- 580.11 Ambulance Transfer Policy
- 811.00 Ground Ambulance Triage Packs
- 821.00 MCI Receiving Facility Status Reports Protocol

STATUS OF POLICIES OUT FOR 60-DAY REVIEW/COMMENT

Mr. Buchanan reported that the following policies are posted on the Agency's Web site under *Draft Policies*. He noted that the changes are minor with the exception of *311.00 EMS Dispatch Center Standards*; and *407.00 Drug & Equipment Inventory*. Mr. Buchanan urged the Committee to pay particular attention to these policies.

- 131.00 Policy Development Process
- 132.00 Policy Revision Process
- 133.00 County-Specific Policy Development Process
- 311.00 EMS Dispatch Center Standards – three policies are being combined into one.
- 407.00 Drug & Equipment Inventory – There are significant changes in format.
- 412.20 ALS Transfer of Care

- 535.30 Trauma Team Activation
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REVIEW AND CONSIDER UPDATES TO POLICIES

282.00 EMD Course Standards

Mr. Buchanan reported that this policy is obsolete and is recommended for deletion.

M/S/ (M. Zyski/Lennox) To approve the deletion of Policy #282.00 EMD Course Standards.

VOTE: Unanimous

518.00 Impact Evaluation of Closure of Hospital E.D.

Mr. Buchanan reported that this policy is recommended for renewal without change.

M/S/C (M. Zyski/Lennox) To approve the renewal of Policy 518.00 as presented.

VOTE: Unanimous

521.00 DCF Designation

Mr. Buchanan reported that this policy is recommended for renewal without change.

M/S/C (M. Zyski/Woolston) To approve the renewal of Policy 521.00 as presented.

VOTE: Unanimous

Policy 623.10 Receiving Hospital Records

Mr. Buchanan reported that this policy is obsolete and is recommended for deletion.

M/S/C (Lennox/M. Zyski) To approve the deletion of Policy # 623.10 Receiving Hospital Records.

VOTE: Unanimous

Policy 830.00 MCI Medical Mutual Aid System Manual

Mr. Buchanan reported that Manual III of the MCI Plan is posted on the San Joaquin County Web site and can be accessed through the Agency Web site. In the early '90s, the OES Region IV MCI Plan was adopted. This manual has been revised and follows SEMS.

M/S/C (Lennox/M. Zyski) To approve Policy #830.00 MCI Medical Mutual Aid System Manual as presented.

Vote: Unanimous

Typographical Corrections to ALS Treatment Protocols

Mr. Buchanan reported that policies 554.10, 554.41, 554.64, 554.88, and 555.41 had a typo when they were printed. He explained that when the Agency converted from WordPerfect to Word the character that stands for micrograms did not transfer. Mr. Buchanan asked the Committee to approve the change to the correct character for micrograms.

M/S/C (M.Zyski/Lennox) To approve typographical corrections to policies 554.10, 554.41, 554.64, 554.88, and 555.41 as described above.

Vote: Unanimous

EMS Plan 2005/06

Mr. Buchanan reported that the EMS Agency must submit to the State EMS Authority an EMS Plan. He explained that the handouts gave an overview of the Plan, and that a copy of the complete plan was available. In addition, the Agency will be submitting a revision to the Transportation Plan.

Marilyn Smith explained the function of the Transportation Plan and handed out a draft of Page 4, which showed a proposed change that would clarify that the local ambulance ordinance has to be considered when determining the sharing of interfacility transfers.

M/S/C (M.Zyski/Lennox) To approve the Mountain-Valley EMS Plan for 2005/06, with the caveat that the proposed change to Page 4 of the Transportation Plan (as presented above) be reviewed by counsel.

Vote: Unanimous

Nominations for Chair and Vice Chair

M/S/C (Lennox/Woolston) To nominate Mike Skinner for the position of Chairman, and Randy Pirtle for the position of Vice Chairman.

Vote: Unanimous

M/S/C (Lennox/Turpin) To close the nominations.

Vote: Unanimous

Elections for Chair and Vice Chair

M/S/C (M.Zyski/Woolston) To elect Mike Skinner to the position of Chairman, and Randy Pirtle to the position of Vice Chairman for FY 05/06.

Vote: Unanimous

Review Attendance Records/ Consider Action Regarding Membership

Mr. Buchanan reported that no action needs to be considered.

Agency/County Reports

Amador County – Mr. Lennox reported that Amador is doing well. Their EOA in Calaveras began July 1 and things are running smoothly.

Calaveras County – Nothing to report. The change in ambulance service seems to be working well.

Mariposa County – Jesse Figueroa reported that their sister company sent a strike team to help with hurricane relief.

Stanislaus County – Cindy Woolston reported that AMR has sent resources to Mississippi and Louisiana to support their operations in Gulfport.

Marilyn Smith reported that a study will be done to determine transfer-of-care times at the hospitals.

Laura Shouse-List reported that DMC sent 5 ED nurses to help with hurricane relief.

Next Meeting: November 16, 2005

Adjournment: The meeting was adjourned.