

**REGIONAL ADVISORY COMMITTEE MEETING**  
**March 16, 2011**  
**Minutes**

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**Location:** Saddle Creek Resort  
Copperopolis, California

**Time:** 1:00 p.m.

**Committee Members Present** Alan McNany, Amador County; Drew Hood, Amador County; Bill Schmielt, Calaveras County; Don Zyski, Calaveras County; Mildred Zyski, Calaveras County; Jesse Figueroa, Mariposa County; Michael Skinner, Stanislaus County; Cindy Woolston, Stanislaus County

**Committee Members Absent:** Brian Kirk, Amador County; Suzanne Turpin, Mariposa County

**Guests:** Dan Miller, Cal Star, Jackson, CA  
Kelly Zook, Copperopolis Fire District, Calaveras County  
Randy Thomas, Copperopolis Fire District, Calaveras County

**Staff:** Richard Murdock – Interim Executive Director; Patrick Murphy - Field Liaison

**1. CALL TO ORDER**

The meeting was called to order by Chairman Skinner at 1:00 p.m.

**2. WELCOME AND INTRODUCTION OF MEMBERS AND GUESTS**

Committee members and guests introduced themselves.

**3. CONFLICT OF INTEREST STATEMENTS/FAIR POLITICAL PRACTICES**

Chairman Skinner reminded Committee members they should recuse themselves during any discussion concerning a topic for which they may have a conflict of interest, and verified all committee members have submitted their Conflict of Interest Forms 700.

**4. PUBLIC COMMENT**

Kelly Zook questioned a gray area in the CHF protocol brought to light during the recent Train the Trainer class. Richard Murdock explained that clarification of this protocol is just one of the changes Dr. Mackey has submitted to the EMS Agency. Protocols are currently being updated.

**5. ACCEPTANCE/ADDITIONS DELETIONS TO AGENDA**

M/S/C (D. Zyski/Woolston) To approve agenda as submitted

**VOTE:** Unanimous

**MOTION PASSED**

**6. CORRESPONDENCE/INFORMATION**

Richard Murdock reported receipt of correspondence from the Clerk of Calaveras County reappointing Mildred Zyski and William Schmiett to the Regional Advisory Committee.

**7. APPROVAL OF SEPTEMBER 29, 2010 MINUTES**

M/S/C (M. Zyski/D. Zyski) To approve minutes of September 29, 2010

**VOTE:** Unanimous

**MOTION PASSED**

**8. POLICY FOR DISCUSSION**

Richard Murdock presented the following policies for discussion and review:

*Policy 131.00 Policy Development Process* and *Policy 132.00 Policy Revision Process* both currently require a 60-day public review and comment period for major changes. After discussion, the committee agreed to reduce the review period to 30 days, but stressed the importance of timely notification from MVEMSA when a policy is sent out for public comment.

*Policy 439.00 Controlled Substance* now requires specific forms to be filled out for DEA purposes in the event of a process of investigation.

*Policy 560.10 Reporting of Suspected Abuse* is a new policy developed in compliance with the state EMSA form requirements. Committee members recommended a modification to the policy language that would allow providers to comply with county-specific reporting requirements in lieu of the regional policy as necessary.

*Policy 850.00 MCI Field Operations Guide* was eliminated by the Committee after discussion yielded a consensus to abide by the existing Region IV OES guidance.

New and revised *Field Treatment Policies* were recently presented in a Train the Trainer course attended by most providers. Make up training opportunities are planned for provider and MICN instructors from each hospital. The new and revised policies will be effective July 1, 2011. Dr. Mackey's revised PowerPoint presentation will be provided to the trainers.

Committee members were asked to visit the MVEMSA website to review current policies up for public review and comment.

**9. NOMINATIONS AND ELECTIONS OF THE CHAIR AND VICE-CHAIR**

M/S/C (M. Zyski/Woolston) To re-elect Mike Skinner as the Committee Chair

**VOTE:** Unanimous.

**MOTION PASSED**

M/S/C (M. Zyski/Woolston) To re-elect Alan McNany as the Committee Co-Chair

**VOTE:** Unanimous.

**MOTION PASSED**

**10. DISCUSSION ON EXPANDING THE ROLE OF RAC**

Richard Murdock reviewed the RAC bylaws, emphasizing all of the functions detailed in Article IV and reminding the committee of its role to enhance decisions to benefit the EMS system. After discussion, Chairman Skinner affirmed the committee's readiness to start expanding its functional scope to include:

- Acting as a sounding board for the EMS Agency Executive Director to encourage transparency and communication. The Executive Director will inform the committee of hot topics and political developments in each member county and solicit suggestions on how to deal with such issues.
- Acting as a sounding board for the needs of constituents and providers.
- Working to ensure positive relationships with the MVEMSA Board of Directors.
- Addressing the overall standardization of the EMS System.
- Forming advisory committees to address specific issues.

At the next RAC meeting, the committee will discuss the formation of a subcommittee to address standardization of response times.

**11. DISCUSSION ON CHANGING RAC BYLAWS**

Richard Murdock asked the committee to review the existing bylaws and make recommended amendments in writing at least one month prior to the next meeting. Richard will bring the proposed changes in legislative format to next meeting.

Chairman Skinner requested copies of the older RAC bylaws.

## **12. AGENCY/COUNTY REPORTS**

**EMS AGENCY** – Richard Murdock reported on the following items:

- The agency may lose up to \$92,000 in funding from Stanislaus County due to proposed state budget changes in the use of MADDY funds.
- Data collection and reporting methods are improving due to Tom Morton's work with the CEMIS and NEMIS databases. AMR's electronic PCR will enable 80% of all data to be captured easier, contributing to enhanced charts and QI reports.
- Stanislaus County renewed their contract with MVEMSA for one more year.
- The Executive Director position is still open until March 31<sup>st</sup>. Stanislaus County Human Resources has the applications.
- Dr. Mackey will remain as the Agency Medical Director indefinitely.
- Doctors Medical Center has completed the American Society for Chest Pain Accreditation. Memorial Medical Center is in the accreditation process. Emmanuel Medical Center will do this process next year. MVEMSA will designate DMC and MMC as STEMI Centers. DMC will start teaching 8 hour ASLS. They are looking for instructors to train at no cost to the instructor.
- In support of a current goal to bring technology current, the agency website will be changed from *mvemsa.com* to ***mvemsa.org*** at the end of May 2011. Continuing Education will be offered through the new website as well as local, state and national news items. The newsletter will also be posted on-line, although the agency will retain a few hard copies going forward for those who do not have computers or email.
- The agency office will be remodeled. The lease was renewed for five more years. The lease payment will remain the same for the first year, with slight increases in each of the subsequent four years.
- Cindy Murdaugh will send out a flyer announcing quarterly training.
- Planning for a 2012 EMS Symposium has begun for a 2-3 day event at Modesto Center Plaza. Vendors and speakers will be asked to participate.
- Richard is currently the EMS Duty Officer 24/7, but plans to train other staff to share in these responsibilities.
- Homeland Security Grant money will be used in FY 2011/12 to purchase a vehicle to enable MVEMSA to be more involved operationally.

**Amador** County – Dr. Hood reported the current physician group at Mark Twain St Joseph's hospital in Calaveras County chose not to renew their contract. The hospital is looking for a new physician group.

**Calaveras County** - Alan McNany reported on the following items:

- An MCI exercise is planned for the Vallecito area on 4/12/11
- There is an EMT class on 3/28/11 at Murphy's Fire
- An assisted living center was evacuated due to a gas leak inside. There were no patients involved. A bus was used in lieu of multiple ambulances. The facility did not have an evacuation plan in place.

- The next LQIG meeting will be in Calaveras County.

**Mariposa County** - Jesse Figueroa reported Yosemite National Park closed the clinic as of January 1<sup>st</sup>. It may reopen at the end of April. Ambulance providers have been inundated to make up the difference. Public Health will take over the clinic and may not have labs or xrays available in the park.

**Stanislaus County**: MMC and Modesto Radiology are both holding ambulance units for lengthy wait times. MVEMSA will address this issue.

**13. NEXT MEETING DATE/TIME**

M/S/C (D. Zyski/M. Zyski) To schedule next meeting for May 18, 2011 at 1:00 pm.

**VOTE:** Unanimous.

**MOTION PASSED**

**14. ADJOURNMENT**

M/S/C (Schmiett/M. Zyski) To adjourn the meeting

**Vote:** Unanimous