



MINUTES

MEETING TYPE	Kentucky Board of Emergency Medical Services - Data Collection Committee		
DATE	May 13, 2014	TIME	10:00 AM EST
LOCATION	KBEMS, 118 James Court, Lexington, KY and Via Lync	ROOM	Small Conference Room

Attendees					
#	Item	Discussion/Issue	Action/Responsible Party		
Y	Linda Basham	Y	John Hultgren	Y	Michael Swigert – Via Phone
Y	Trish Cooper	--	Vacant - Representative Needed		
Y	Phil Dietz - Chair	X	Mike Singleton		
1	Call to Order	Officially call committee meeting to order			Chair of the Committee – Mr. Dietz
2	Roll Call	Check roll and ensure quorum			Quorum was met with four (4) members present.
3	Data Manager	Introduction of Drew Chandler			Mr. Chandler addressed the committee and stated he is looking forward to working with KBEMS and members of the committee.
4	Election of Vice Chair	Held nomination for Vice Chair to serve in the absence of the Committee Chair.			Motion was made by Mr. Dietz to nominate Mr. Hultgren as Vice Chair of the Committee. Seconded by Ms. Cooper, motion passed unanimously. Mr. Hultgren accepted the nomination.
5	Approval of Minutes	March 13, 2014 meeting			Motion was made by Mr. Hultgren to approve the minutes as submitted. Seconded by Mr. Swigert, motion passed unanimously.



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New Business

<p>6 Data Regulation Proposed Implementation Timeline</p>	<p>Present for discussion the timeline for implementation of the regulation.</p> <p>June 1, 2014 - Notification to Directors with contact information for new Data Administrator along with request to notify KBEMS of the Data Committee's implementation timeline and two options for compliance with 202 KAR 7:540.</p> <p>June 30, 2014 - Directors notify KBEMS with selection of Option A - Direct Entry to KStARS or Option B - Interface to KStARS with 3rd party system.</p> <p>July 1 - Dec. 31, 2014 - Training offered on use of KStARS for any licensed service.</p> <p>October 1, 2014 - Services using 3rd party system submit plan and timeline to complete interface to KStARS.</p> <ul style="list-style-type: none"> • Initial can be V2 dataset with later transition to V3 • Timeline should include any budgetary constraints 	<p>Mr. Chandler addressed the proposed timeline for compliance of the data regulation.</p> <p>KBEMS has estimated there are approximately forty (40) services that don't have access to equipment for electronic submitting. It was mentioned that one source of funds for services needing to purchasing equipment could be with their awarded grant funds monies.</p> <p>During discussion of the presented timeline several of the committee members stated they would gladly assist KBEMS in providing KStARS training to those providers as needed.</p>
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7	<p>Continued - Data Regulation Proposed Implementation Timeline</p>	<p>Jan. 1, 2015 - Any licensed service must begin submission using KStARS, unless the service already uses a 3rd party system in which case the service has until July 1, 2015.</p> <ul style="list-style-type: none"> • Regulation went into effect on August 21, 2013 • Services may use block grant funds to acquire the required equipment. <p>July 1, 2015 - All licensed services submitting V3 data directly to KStARS or by interface from 3rd party system. Regulation enforcement begins except in certain cases due to circumstances beyond control of the service or KBEMS related to the interface.</p> <ul style="list-style-type: none"> • In some instances, developers of 3rd part software may require services to pay for upgrades and KBEMS is aware of the local budgeting process that may not allow for allocation of funds until July 1, 2015. 	<p>Motion was made by Mr. Dietz to move forward and accept the implementation timeline as presented. Seconded by Mr. Hultgren, motion passed unanimously.</p>
8	<p>Performance Metrics</p>	<p>Discussion of performance metrics from version 3 and what needs to be collected?</p>	<p>The Committee held discussion on the elements document after discussion it was the consensus of the committee that the document be sent out to all members for review and submit their suggestions back via email to Mr. Chandler to compile a clean document for final review during the July meeting.</p>
9	<p>Committee Collaboration</p>	<p>Discussion of potential new tools to allow information sharing among committee members and KBEMS staff.</p>	<p>Mr. Chandler mentioned he is been informed that KCTCS is working to develop our current share point site to be an additional source for collaboration between staff and outside committee members.</p>



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10	Information/Announcements	Image Trend EDS Conference	Mr. Chandler mentioned those interested in attending the Image Trend EDS Conference will have the opportunity at a minimal cost if interested.
11	Next Meeting Date	July 8, 2014 @ 10:00 am	
12	Adjournment	There being no further discussion the meeting adjourned at 12 Noon.	