



Minutes			
MEETING TYPE	Kentucky Board of Emergency Medical Services - Data Collection Committee		
DATE	July 13, 2016	TIME	10:00 AM EST
LOCATION	KBEMS Office, 118 James Court, Suite 50, Lexington, KY	ROOM	Conference Room B

Members

T	Linda Basham	P	John Hultgren	H	Mike Singleton		
A	Trish Cooper	T	Joe Prewitt	H	Drew Chandler		
A	Phil Dietz (Chair)	T	Bernie Ayers				

#	Item	Discussion/Issue	Action/Responsible Party
1	Call to Order	Officially call committee meeting to order	Mr. Hultgren lead the meeting as Vice Chair and welcomed everyone to the meeting.
2	Roll Call	Check roll and ensure quorum	Mr. Chandler took role and noted a quorum with two members physically present and three members participating via GoToMeeting.
3	Approval of Minutes	Review for approval <ul style="list-style-type: none"> May 11, 2016 	Mr. Singleton made a motion which was seconded by Mr. Prewitt to approve the May 11 meeting minutes. The vote was unanimously in favor.

Old Business – Updates

4	Not Values	Review KBEMS recommended Not Value acceptance <ul style="list-style-type: none"> Tabled at 9/8/2015 meeting until quality issues come to be an issue. 	No action taken.
5	Performance Metrics	Continued Group Discussion <ul style="list-style-type: none"> EMS Compass (www.emscompass.org) Data Committee Letter of Support 	Mr. Chandler briefed on soon to be released performance measures. He requested further guidance on the letter of support for the EMS Compass initiative. Mr. Hultgren made a motion directing Mr. Chandler to submit comments to EMS Compass on behalf of the committee generally supporting their efforts. Mr. Ayers provided the second and the vote was unanimously in favor.
6	Implementation Status	Progress on Implementation <ul style="list-style-type: none"> Agencies Submitting Version 3.3.4/3.4.0 Timeliness of Submissions Number of Incidents Reported Facilities and Validation 	Mr. Chandler provided information about incidents reported year to date of 319,594 from 206 of 219 agency license holders. Both numbers continue to improve. He noted some data quality issues related to Facility ID numbers brought up by Ms. Cooper and recent open record requests. The committee’s conversation lent itself to remaining focused on consistent and timely reporting. No action taken.



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7	Data Regulation Enforcement	Update on activity for CY2016 reporting.	Mr. Chandler reported the number of regulatory violations has decreased significantly since enforcement began in January with roughly a dozen violations cited for the latest reporting period. No action taken.
8	Additional Items for Discussion	Request for State Required Element <ul style="list-style-type: none"> ePatient.19 – Patient’s Email Address 	Following conversation at the May meeting, the ePatient.19 element was added to the state default run form in KSTARS however fewer than ten percent of calls collected this information. Mr. Hultgren suggested we evaluate the use at future meetings. No action taken.
9	Information/Announcements		<p>Mr. Chandler shared that KBEMS had advertised to hire a Senior Administrative Specialist to work as a Certification Specialist and an Applications Data Coordinator to work on KSTARS and other state office Information Technology initiatives.</p> <p>Mr. Chandler informed the committee that KBEMS would host an EMS Administrator Forum on September 6 in Louisville in conjunction with the Kentucky Emergency Services Conference.</p> <p>Mr. Chandler requested feedback from the committee regarding a Data Newsletter and discussion was favorable. It was suggested the members think about items to be included. This project is in the ideation stage.</p>
10	Next Meeting Date	September 14, 2016 @ 10:00 am	Mr. Hultgren reminded everyone the next meeting will be on Wednesday, September 14.
11	Adjournment		Mr. Singleton made a motion to adjourn which was seconded by Ms. Basham. All were in favor.