



MINUTES

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|---------------------|--|-------------|------------------|
| MEETING TYPE | Kentucky Board of Emergency Medical Services - Data Collection Committee | | |
| DATE | November 14, 2018 | TIME | 1:30 PM Eastern |
| LOCATION | 118 James Court, Suite 50, Lexington, KY 40505 | ROOM | Small Conference |

| Members | | | | Others Present | |
|---------|-----------------------------------|---|--------------------|----------------|--------------------------------------|
| ✓ | Brian Baker- Vice Chair | ✓ | Joe Prewitt | ✓ | Michael Schwendau – Call In/No Video |
| ✓ | Trish Cooper | ✓ | Sara Robeson | | |
| ✓ | Jeremy Jeffrey – Call In/No Video | ✓ | Mike Rogers- Chair | | |
| | | | | | Drew Chandler, KBEMS |
| | | | | | Monica Robertson, KBEMS |
| | | | | | 7 Total 4=Quorum |

| # | Item | Discussion/Issue | Action/Responsible Party |
|---|---------------------|---|---|
| 1 | Call to Order | Officially call committee meeting to order | Mike Rogers-Chair |
| 2 | Roll Call | Check roll and ensure quorum | Quorum was established with five (5) members present. -Introductions of new Committee Members and Ex Officio. |
| 3 | Approval of Minutes | Review for approval <ul style="list-style-type: none"> July 25, 2018 September 19, 2018 | Mike Rogers-Chair -July 25, 2018 Meeting – Joe Prewitt made a motion to approve the July 25, 2018 meeting minutes; Michael Schwendau seconded the motion. -September 19, 2018 Meeting – Sara Robeson made a motion to approve the September 19, 2018 meeting minutes; Trish Cooper seconded the motion. |

Old Business – Updates

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| 4 | Performance Measures | Continued Group Discussion <ul style="list-style-type: none"> AHA Mission: Lifeline CARES Registry | Drew Chandler -Drew Chandler proposed sending out a correspondence memo to all Agencies in regards to the newly required AHA Mission: Lifeline measures (NEMSIS Elements) before the spring deadline to apply. Mike Rogers made the suggestion to include Agency contacts within the memo who have experience with MLL to act as mentors to those agencies who are new to the process. -No current update on CARES Registry. |
| 5 | Data Submission Status and Regulation Enforcement | Progress on Implementation <ul style="list-style-type: none"> Number of Incidents Reported Timeliness of Submissions | Drew Chandler/Monica Robertson - 765,500 Incidents Reported to KSTARS (Incident Date: 01/01/2018 – 11/14/2018). - Looking at the most recent month’s incident report submissions (October 2018), the average timeliness of submission is 4 ½ Days and the Median is 2 ½ Days (<i>Unit Notified by Dispatch to Record Created in Hours</i>). |



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| 6 | Additional Items for Discussion | <ul style="list-style-type: none"> CDC NIOSH EMS Worker Injury/Exposure Project KIPRC/Public Health ESSENCE Project National Collaborative for Bio-Preparedness | <p>Drew Chandler/Monica Robertson/Chuck O’Neal <i>(Drew had to step out to present at the Board Orientation Meeting being held next door.)</i></p> <p>-CDC NIOSH EMS Worker Injury/Exposure Project – Task A4 & B2 due 12/31/2018.</p> <p>- KIPRC/Public Health ESSENCE Project – Awaiting response from legal. Calynn- Please add Peter Rock to the Data Committee Meeting Calendar Invites in replace of Mike Singleton who has left KIPRC. pjrock2@uky.edu</p> <p>-National Collaborative for Bio-Preparedness – Now known as Biospatial. Awaiting response from Legal.</p> |
| 7 | Data Recognition | Group discussion on data recognition. | <p>Group</p> <p>The group discussed the advancement of the Data Recognition Program as a goal for 2019.</p> <p>Highlights:</p> <ul style="list-style-type: none"> -Yearly Award= Gold, Silver, & Bronze Awards. -Voluntary -Performance Measures: 72 hour timeliness of submission <i>(after discussion with ImageTrend regarding re-opened Incident Reports for QA purposes affecting the submission time)</i>, submission of incident data to KSTARS (not receiving a Statement of Violation) for more than 6 months, 80% or higher validity score average, & proper Facility ID code usage. -Mike Rogers suggested sending out a memo to ePCR companies in regards to adapting KY Facility ID Codes. -More discussion needed at the January 16th meeting. |

New Business

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| 8 | Data Regulation | Regulation revision discussion | <p>Group</p> <ul style="list-style-type: none"> -Drew Chandler recommended that the Committee review Section 4 (2), Section 5 (66), Section 6 (2)(4), & Section 7 (2). -Committee members are to review the Data Regulations and email Drew Chandler/Monica Robertson their modifications before the January 16th meeting. The Ex Officio’s will compile the recommendations for future discussion. -Joe Prewitt suggested that the new Data Regulations be |
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| | | | submitted to the Executive Committee by July 2019. |
| 9 | Committee Goals | Group discussion on committee's goals for 2018-2019 term | <p>Drew Chandler</p> <p>-Goals for the 2018-2019 term include:</p> <p>(1) Amend Data Regulations and submit the proposed regulations to the Executive Committee for approval.</p> <p>(2) Implement the KBEMS Data Recognition Program and award receiving agencies.</p> <p>(3) Identify Facility ID Code offenders and form a resolution.</p> |
| 10 | Information/Announcements | | At the December 13 th Board Meeting KCTCS Marketing will be in-office to take Board & Committee member headshots. |
| 11 | Next Meeting Date | January 16, 2019 | Drew Chandler |
| 12 | Adjournment | | Brian Baker made a motion to adjourn; Trish Cooper seconded the motion. |