SEMSC
Meeting Minutes
October 12, 2006

Present: Michael D. Johnson; Solano County Administrator
Joan Poole, RN; Sutter Solano Dir of Inpatient Svcs.
Kevin O'Rourke; City Manager, City of Fairfield
Robert Thierry; Consumer Representative
Erika Bauer, RN; Kaiser Continuing Care Leader

Staff: Michael Frenn, EMS Agency Administrator
Richard C. Lotsch, D.O., EMS Medical Director
Steve Ingram, County Counsel
Mike Modrich, RN; EMS Agency Prehospital Care Coordinator
Ernie O'Connor; EMS Agency Project Manager
Jan Homer; EMS Agency Administrative Secretary

Absent: F. Lance Gough, M.D., Physician's Forum Representative
Ric Dorris, Dixon Fire Chief

Date: October 12, 2006

Time: 9:00 A.M.

Location: SUISUN CITY HALL

ISSUES/DISCUSSION	ACTION/ACCOUNTABILITY
1. Call to Order/Roll Call	1. Meeting called to order. Roll call with quorum present.
2. Approval of Agenda	2. Agenda approved and accepted (note that Items 8 & 10 will be combined for purpose of discussion)
3. Approval of Minutes	3. Minutes from April 13, 2006 and the July 13, 2006 meetings were approved.
4. Director's Comments:	4. Board Member Thierry asked to have information on the "Intuitive Pen" included in discussion.
5. Medical Directors Comments:	5. Dr. Lotsch noted that several policies had been updated since the previous meeting and various protocols updated also. The EMS Agency, in conjunction with support and input from volunteers from the various agencies will be developing a field manual for use by the paramedics in the field.
6. Public Comments:	6. (None).
7. Administrator's Report	7.
a. Introduction – Mr. Ernie O'Connor	a. Mr. Ernie O'Connor, the new EMS Agency Project Manager, was introduced to the Board Members.

b. HRSA Update	b. --HRSA Year 4 – has been completed. Year 5 Guidance allotted $308,000 – primarily for training and exercises. We are hopeful of adding 1 position in the EMS Agency to help with monitoring training, etc. --The EMS Agency hosted an "Equipment Demonstration" day on September 28 – well-attended by area EMS personnel. --Re/Board Member Thierry's request for information about the "Is2Be Pen"- this pen has been deployed for use by paramedics. It is a 'camera" and, after entering data on specialized paper, the pen is "docked" and data downloaded as a "PDF" file and information can be shared. This data can be imported into the patient care system and gets us away from the hand-written system. There are other utilities for this pen (inventories, etc). Board Member Bauer had question about this pen improving timeliness of documentation – The Agency believes that, once all training is completed, this will help the timeliness of documentation. One shortfall of this equipment – due to OCR requirement, paramedic will have to print the information on the form. Commendation to Medic Ambulance for their efforts in achieving near perfect training of paramedics on this system. Board Member O'Rourke asked about size of pen – it's approximately the size of a Cuban cigar! Michael Frenn noted that the Agency would try to set up an "Is2Be Pen demonstration" at the January Board meeting.
c. Multi-Casualty Exercise	c. Upcoming exercise on October 19th is centered on a C-5 crash scenario and will include Travis AFB as well as local EMS Agencies and hospitals. It will take place at Rush Ranch.
d. Update on EMS Aircraft RFP	d. The RFP was sent to the EMS Agency for review – some minor comments (administrative items). It was also noted that a public hearing is not required. Responses from inputting agencies are due at the EMS Agency in Nov – Dec time-frame.
8. Franchise Report	8. (Note that Item 8 and Item 10 – "Discussion of Medic Ambulance Response in Fairfield" will be combined.
a. System Performance Report	a. A brief summary of Medic's compliance data for May – July 2006

b. Contractor's Report	presented. b. Contractor presented the System Status Management Plan that Medic ambulance utilizes when apportioning resources. Several questions from Board Members and Agency Staff about overall determination of ambulance location and movement. Concern about coverage in Suisun and Fairfield – and the timeliness of these responses. ACTION ITEM: The analysis of data based on the issues raised in the July 11, 2006 letter from City of Fairfield be agendized and presented at the January 11, 2007 Board Meeting. Board Member Bauer moved/ Board Member Thierry 2nd) ALL in favor: NO dissenting votes.
9. Unfinished Business:	(None)
10. New Business: a. Discussion of Medic Ambulance Response in Fairfield	a. (combined with Item 8).
11. Adjournment	Meeting adjourned. Next meeting will be on January 11, 2007.