## SEMSC Meeting Minutes January 10, 2013, 9:00AM – 11:30AM Suisun City Hall

## **BOARD MEMBERS**

- Birgitta Corsello, Chair SEMSC Board
- Michael O'Brien, Suisun City Fire Chief
- Caesar Djavaherian, MD, Physicians' Forum Representative

## **STAFF**

- Ted Selby, EMS Administrator
- Aaron Bair, MD, SEMSC Medical Director
- Michael Modrich, RN, Prehospital Care Coordinator
- Jessica Tello-Evans, RN, ESB
- Leah Carlon, ESB
- Jan Homer, Administrative Secretary

AGENDA ITEMS	DISCUSSION	ACTION	RESPONSIBLE
1. Call to Order/Roll Call	Meeting called to order with a quorum present. Board Members Bauer, Harris and Watson absent.	(none)	
2. Approval of Agenda	Board Member Quinn moved to approve agenda. Board Member O'Brien seconded; AYES: 4; NAYS: 0; ABSENT: 3 ABSTAIN: 0.	(none)	
3. Approval of Minutes Oct 11, 2012	Board Member O'Brien moved to accept minutes; Board Member Quinn seconded; AYES: 4; NAYS: 0; ABSENT: 3 ABSTAIN: 0.	(none)	
4. Board Comments: a. Chairman b. Directors	(none)	(none)	

5. Public Comments	(none)	
6. Reports a. Medical Director's Report	a. Dr. Bair updated the Board on policies and protocols that have been updated since the October 2012 Board Meeting. Board Member O'Brien asked about the item in Policy 3600 (Prehospital Care Personnel Orientation) that stipulates that EMTs will be required to have a County orientation. Mr. Modrich noted that the requirement for EMT Orientation is being developed and will be promulgated when it has been finalized.	Information.
b. Administrator's Report	<ul> <li>b. In the EMS Administrator's report, Mr. Selby noted several items of interest:</li> <li>1. EMS Week will be May 19 – 25, 2013. Planning has already started for this year's activities. We will have events targeted toward EMS professionals and will also host a public CPR Training Day.</li> <li>2. System Performance: Medic Ambulance and the Public Private Partnership (PPP) Fire Departments have continued their exceptional service to the citizens of Solano County and visitors who have needed their services. In addition to their outstanding response times of over 99%, Medic Ambulance has continued their commitment to the community with a number of system upgrades as well as various programs intended to assist members of our community. The PPP Fire Departments continue to provide strong support. Benicia and Dixon have maintained their outstanding response times, while Fairfield and Vallejo have made great strides in the improvement of their response times. Fairfield compliance went from 90.8% in FY 10-11 to 93.3% in FY 11-12. Vallejo compliance</li> </ul>	Information.

went from 88.4% in FY10-11 to 94% in FY 11-12. Truly an outstanding effort by all personnel.

- 3. System Update:
  - a. The American College of Surgeons (ACS) has been working diligently to finalize the Level II Trauma Center RFP project so we could present at today's meeting. They were unable to complete the project but have committed to having the project ready to present at the April SEMSC meeting. Staff is working diligently with ACS to ensure the project is presented on schedule at the next meeting. Board Member Quinn asked about the delay in the RFP process and how it would affect the entire process. Mr. Selby noted that there was a three month delay. Board Chair Corsello asked what the package and process might look like. Mr. Selby noted that the expectation was that a panel of experts from outside our area would be assembled to review the submissions. These experts would have no ties to current hospitals submitting responses to the RFP). They would review and determine eligibility, perform site visits and make recommendation to the SEMSC Board for ratification. We anticipate the time involved after Board Approval of the RFP - approximately 90 - 120 day time period for submissions; 90 – 120 days for panel review, assessment and recommendation. If SEMSC Board did not ratify their findings, it would be understood that a Level II Trauma Center was not necessary at this time.
  - b. One of the findings of the SEMSC Audit was the need for an MOU between the SEMSC and H&SS.
     As an update, the MOU has been drafted and is

c. Contractor's Report	presently being routed through the review process with County Counsel and the Auditor's Office. We expect to bring the final document to the April meeting for review and approval of the Board. Staff will also be presenting the annual budget and an updated fee schedule at that meeting.  c. The Annual Report for FY 11-12 has been provided to each of the Board Members and will be available on the EMS web site this afternoon.  c. Mr. James Pierson, Medic Vice President of Operations, updated the Board on Medic's activities. Paramedic Joseph DeQuattro and EMT Sam Humphries were recognized for their outstanding response to an incident that occurred while they were on duty.	Information	
7. Old Business	(none)		
8. New Business	(none)		
<u>Adjournment</u>	Meeting adjourned to the next regularly scheduled meeting of April 11, 2013.	(none)	