SEMSC Meeting Minutes January 11, 2007

Present: Ric Dorris, Dixon Fire Chief

Robert Thierry; Consumer Representative

Joan Poole, RN; Sutter Solano Dir of Inpatient Svcs. 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: Michael D. Johnson; Solano County Administrator

F. Lance Gough, M.D., Physician's Forum Representative

Kevin O'Rourke; City Manager, City of Fairfield

Date: January 11, 2007

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 with removal of Item 10C.
3.	Approval of Minutes	3.	Minutes from October 12, 2006 meeting approved.
4.	<u>Director's Comments</u> :	4.	(none)
5.	Medical Directors	5.	Dr. Lotsch noted that emphasis will be on several areas: performing a
	Comments:		policy & protocol update (18 -24 month time line); Review of QI data
			with emphasis on how improving our system; confirmation of data
			validity in the system; and development of the Field Manual, which is
			intended for field EMS personnel.
6.	Public Comments:	6.	Mr. Jim Brandariz (Firehouse Software) presented comments on memo
			that was sent from EMS Agency regarding Firehouse S/W program. He
			will attend meeting in April 2007.
7.	Administrator's Report	7.	
	a. Isleton EMS Coverage	a.	River Delta FPD (formerly Isleton FPD) unaware of JPA agreement.
			Mr. Frenn attended their Board of Directors meeting and briefed them
			on the agreement, background, etc.

	b. HRSA Grant Progress	h	HRSA Year 4 was completed in Aug 06. We have 8 trailers (4 for
	o. TINDA OTAIR FIOGRESS	υ.	•
			hospitals; 2 Haz-Mat & 2 MCI). Will be re-inventorying all items and
			delivering by end of January. HRSA Year 5 focus will be on training.
			We will be submitting additional information next week.
	c. Fund Balance	c.	The current fund balance is \$168,696.65 (this includes PPP
			disbursement through 9-30-06. Next deposit should be in mid-Feb,
			2007. NOTE: Question from R Sherman/Vallejo FD regarding usage
			of formula for determining amount of funds for each department –
			effective Sep 1, 2006. Agency was unaware of implementation of the
			formula for disbursement of funds. Staff will follow-up with Fire
			Departments/Medic on this item
	d. Annual Goals &	d.	EMS Goals & Objectives for next 5 years presented to Board members.
	Objectives		Board member Bauer asked if there was a specific timeline for
			accomplishing these goals – Mr. Frenn noted that time-line hasn't been
			determined as agency compiled the goals within last couple months
			however, if board had any specific areas of interest, agency would
			address those.
			www.455 V.1654.
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9.	<u>Unfinished Business</u> :	(None)
10.	New Business:	
a.	Approve Draft Policy for	a. Purpose of this policy is to ensure that Solano County is in compliance
	Discipline of EMT-I	with the State EMS Agency regulations. After discussion, approved
	Personnel	by Board Members (4 yes, 0 no – 3 absent).
b.	Develop & Issue and RFP	b. Staff proposes to develop/submit an RFP for professional consulting
	for Professional Consulting	services to ensure effective resource utilization and effective system
	Services re/Medic's SSP,	design. Staff will brief board at April 2007 SEMSC. After discussion,
	etc.	approved by Board Members (4 yes, $0 \text{ no} - 3 \text{ absent}$).
11.	<u>Adjournment</u>	Meeting adjourned. Next meeting will be on April 12, 2007.