

**NEVADA DIVISION OF PUBLIC AND BEHAVIORAL HEALTH
Nevada Emergency Medical Services for Children (EMSC) Committee**

**MINUTES
May 17, 2017
10:30 AM**

VIA TELECONFERENCE

Phone No.: 866-590-5055 Access Code: 8177211#

MEMBERS PRESENT

Mark Conklin
Cheri Sotelo

Michael Bologlu
Michael Sullivan

Tina Smith
Kathryn Hooper

MEMBERS EXCUSED

Andrew Eisen, M.D.

Jeanne Marsala-Cosgrove

Yvette Wintermute

MEMBERS UNEXCUSED

Stephanie Shadduck-Gilbert

Don Pelt

IN ATTENDANCE

Jocelyn Hulbert
Malinda Southard

Manish Shah

Craig Hemingway

1. Roll call and approval of February 8th, 2016 minutes.

MOTION: Mark Conklin motioned to approve the minutes.

SECOND: Michael Sullivan

PASSED: UNANIMOUSLY

Public Comment: No Public Comment

2. Discussion and make recommendation to voluntarily remove committee members who no longer want to participate and remove committee members who have been inactive.

Mark Conklin informed the committee that Matt Brown and John Hammond have provided him with written confirmation that they no longer want to participate in the Emergency Medical Services for Children (EMSC) committee. He also clarified that there are no inactive members at this time.

MOTION: Mark Conklin motioned to remove Matt Brown and John Hammond from the EMSC Committee members.

SECOND: Michael Sullivan

Public Comment: No Public Comment

3. **Discussion and make recommendation on vacant committee member positions. See attachment for vacant positions and descriptions.**

Mark explained that all but one position has been filled and also provided the committee with an update of who was assigned to the positions.

Primary Emergency Medical Services for Children (EMSC) Committee Members		
Assigned to:	Role:	Purpose:
Jeanne Marsala-Cosgrove	Nurse with emergency pediatric experience	A nurse with pediatric emergency experience can provide critical input on pediatric emergency care in the ED and pre-hospital environment, including inter-facility transfer agreements and guidelines. He/she can also help establish education standards. This person can help ensure successful data reporting for performance measures 74 and 75.
Andrew Eisen, M.D.	Physician with pediatric training (e.g., pediatrician or pediatric surgeon)	This person ensures pediatric input to the committee is evidence-based and follows national consensus guidelines. This representative can also encourage support for EMS system changes from pediatricians and the surgical community across the State/Territory. They can be especially helpful in the development of inter-facility guidelines and agreements, as well as with pediatric education standards.
Vacant	Emergency physician (a physician who primarily practices in the ED; does not have to be a board-certified emergency physician)	This person will ensure that pediatric emergency care recommendations meet national guidelines. This member will be very helpful in providing guidance for implementing all the performance measures and ensuring buying from State EMS medical directors for education standards, medical direction, equipment, and inter-facility transfer.
Stephanie Shaddock-Gilbert	EMT/Paramedic who is currently a practicing, ground level pre-hospital provider (i.e., must be currently licensed and riding in a patient care unit, such as an ambulance or fire truck)	The person can provide important insights on pre-hospital issues, including medical direction, equipment guidelines, and pediatric training requirements. This person also can assure that data collection efforts from the pre-hospital agencies are successful.
Michael Bologlu	EMS State agency representative (e.g., EMS medical director, EMS administrator)	This individual oversees key operations of the EMS agency or department assigned to ensure quality pre-hospital patient care. This person should be responsible for enveloping and implementing the EMS system throughout the State, which includes setting standards for training and the scope of practice of various levels of pre-hospital providers. He or she will be helpful as grantees plan their work on pediatric continuing education requirements for license/certification renewal of pre-hospital providers, requirements for pediatric equipment on ambulances, as well as off-line and on-line pediatric medical control for EMS.
Tina Smith	EMSC principal investigator	In some cases, the principal investigator (PI) is also the EMS administrator or EMS director of the Office of EMS in the State/Territory or district. This individual provides oversight of the grant program and primary communication regarding Federal program requirements. Therefore, having this individual meet with the committee assures membership is up-to-date on Federal EMSC initiatives and national updates. He or she will provide the advisory committee with much

		of the leadership and support needed to achieve all of the performance measures.
Mark Conklin	EMSC grant manager	This person manages the program initiatives and financial aspects of the grant. They are often described as the program's driving force, holding State/Territory programs together. The EMSC manager assumes responsibility for achieving performance measure outcomes as outlined in the approved grant initiatives.
Cheri Sotelo	Family representative	A family representative is a parent and community leader who promotes family and children needs, and assures that they are considered in all aspects of the emergency healthcare system. This individual participates in advisory committee meetings and reviews state EMS rules, regulations, and medical protocols related to patient and family-centered care. The family representative also can help identify other potential community partners and participate in public education campaigns and other community outreach activities. This member can be a major EMSC supporter to help change State/Territory statutes/rules/regulations to help achieve many of the performance measures.

Secondary Emergency Medical Services for Children (EMSC) Committee Members

Assigned to:	Role:
Don Pelt	Tribal EMS representative
Michael Sullivan	EMS training manager / coordinator
Kathryn Hooper	Child death review representative
Yvette Wintermute	School nurse administrator

MOTION: Mark Conklin motioned to approve the new committee members.

SECOND: Michael Bologlu

PASSED: UNANIMOUSLY

Public Comment: Mark welcomed the new committee members and thanked them for their time and participation with this committee.

4. Discussion and make recommendation to incorporate new EMSC Committee By-Laws.

Mark explained to the committee members that a copy of the new EMSC Committee By-Laws were provided to them with the meeting materials. He would like to allow the new members more time to review them and discuss them at a later date.

MOTION: Mark Conklin motioned to table this item for the next meeting's agenda to provide the new committee members adequate time to review the By-Laws.

SECOND: Michael Bologlu

PASSED: UNANIMOUSLY

Public Comment: No Public Comment

5. Discussion and make recommendation to incorporate new EMSC Mission Statement.

Mark provided the committee with the new EMSC Mission Statement that has been approved by the Division. The new Mission Statement is as follows: The Division of Nevada Emergency Medical Services for Children program is to protect, promote, and improve the physical health of our children, ensuring they receive appropriate emergency medical care when facing an illness or injury, and to reduce child mortality and morbidity rates.

MOTION: Mark Conklin motioned to approve the new EMSC Mission Statement.

SECOND: Michael Sullivan

PASSED: UNANIMOUSLY

Public Comment: No Public Comment

6. Update on current status of Health Resources and Services Administration EMSC State Partnership Grant, Cycle 3/1/2016 – 2/28/2017.

Mark provided the group with an update on the Health Resources and Services Administration (HRSA) EMSC State Partnership Grant that ended on 2/28/2017. He explained that \$129,999 was awarded and that there was a remaining balance of \$45.06.

7. Update on current status of Health Resources and Services Administration EMSC Carryover Request for purchase of pediatric equipment.

Mark explained that the carryover request was approved in the amount of \$30,871, and of that amount there was a remaining balance of \$2,062.50. The carryover funds were used to purchase pediatric equipment for ambulances.

8. Update on current status of Health Resources and Services Administration EMSC State Partnership Grant, Current Cycle 3/1/2017 – 2/28/2018.

Mark provided an update on the current HRSA EMSC State Partnership Grant and explained that approximately 54% of the funds have been received due to a continuing resolution. As of April 28, 2017 the EMS program was notified that the continuing resolution has been extended out through August. Additional funding is expected, but it is unclear whether it will be a partial amount or the full amount. Mark informed the committee members that they will be provided that information at the next committee meeting.

Public Comment: Jocelyn Hulbert, with HRSA, informed Mark and the committee that the continuing resolution will fund the grant through the remaining grant cycle, which will end 2/28/2018.

9. Discussion and make recommendation regarding future EMSC Committee dates.

Mark explained that one of the main complaints from previous committee members was that they received notification of the meetings within weeks of the meeting. They

explained that the short notice did not give enough time to prepare for the meeting or attend in some cases. To avoid this, Mark asked the committee to discuss and set up the next two meeting dates quarterly and four times per year. Tina suggested a preset date and time for the meetings, for example every third Wednesday. She believes this will allow plenty of time for members to prepare for the meeting, arrange travel, etc.

Michael Sullivan suggested the next committee meeting be scheduled for either July, August, or September to meet the third quarter requirement.

MOTION: Michael Sullivan motioned to schedule the next EMSC Committee meeting for August 10, 2017 at 11:00 AM.

PASSED: UNANIMOUSLY

10. Public Comment – No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

Michael Sullivan requests that an agenda item be added to the next committee meeting to appoint both a Chair and Vice Chair.

Malinda Southard made a request that an updated list of committee members and their position be sent out to everyone for clarification. Mark agreed to send out the notification once all the changes were made. Tina asked Malinda if she had any other suggestions that may improve the committee, Malinda also thought a newsletter for members once and month could be very beneficial and could help keep the members engaged with the committee. Tina thanked her for her suggestions.

Tina thanked everyone for coming and participating in the committee meeting. She explained she looks forward to gaining some momentum and is excited for the future of this committee.

11. Adjournment @ 11:07 AM.