



# CALIFORNIA LEMSA

## CQI Coordinators Committee

Conference Call Meeting Minutes

Thursday, July 28, 2016

### Meeting Attendance:

*John Poland, Chair, Sierra-Sac*      *Steve Brooks, Vice-Chair, Monterey*  
*Vicki Sweet, Secretary, Orange*      *Craig Stroup, Timekeeper/Facilitator, Contra Costa*

Alameda – Michael Jacobs, Lee Siegel  
 ICEMA – Ron Holk, Chantae Wilson  
 Mountain Valley – Lance Doyle  
 North Coast - Louis Bruhnke  
 Sacramento - Veronica Kennedy  
 San Francisco – Crystal Wright  
 Santa Barbara – Jennie Simon  
 Yolo – Brandon Rowley

Coastal Valleys – John Butler  
 Marin – Troy Peterson  
 Napa – Shaun Vincent  
 Riverside - Lisa Madrid  
 San Benito – Kris Mangano  
 San Joaquin – Rick Jones  
 Ventura – Karen Beatty

Agenda Item	Discussion	Action	Comments (Internal Only)
<b>1. General Meeting Information/Announcements</b>	<p>Welcome and Introductions</p> <p>Review and approve previous meeting minutes (May 12, 2016)</p>	<p>Approved. Email any significant changes</p>	

<p><b>2. Old Business/Updates</b></p>	<p><b>2.1 EMS Insider articles (Stroup)</b>          Dr. Sporer has taken on an “editorial role” with EMS Insider and would be interested in highlighting some EMS CQI success stories. Not looking for long, peer-reviewed articles. 1500-2000 word-count articles for publication. Vicki and Craig can help with getting started or editing.</p> <p><b>2.2 EMS QI Training (Stroup)</b>          2-day training, one North and one South. More information on the website listed on the flyer. Will include information on patient safety. Will mention the EQIP template. Plenty of hands-on opportunities. Register through EventBrite.</p> <ul style="list-style-type: none"> <li>• October 6-7, 2016: EMSA, Rancho Cordova</li> <li>• November 17-18, 2016: LA Co. EMS, Santa Fe Springs</li> </ul> <p><b>2.3 EDAG (Barton, not present) – update from John Poland</b></p> <ul style="list-style-type: none"> <li>• Revised clinical impression list           <ul style="list-style-type: none"> <li>○ Probably finalized by now but no official communication yet</li> <li>○ Dr. Barger put together a PowerPoint training on Primary and Secondary Impressions and what they “mean”. Nothing official sent out yet.</li> </ul> </li> <li>• CEMISIS data dictionary           <ul style="list-style-type: none"> <li>○ Still some work to be done here</li> </ul> </li> <li>• NEMSIS version 3 implementation           <ul style="list-style-type: none"> <li>○ EMSA put out letters in January about transition to NEMSIS 3.4 by 1/1/2017.</li> <li>○ Some provider agencies wanted to upload data directly to State versus going through the LEMSA</li> <li>○ NEMSIS website has a current list of NEMSIS-3 compliant vendors</li> </ul> </li> <li>• CARES           <ul style="list-style-type: none"> <li>○ No update available. We do have one state CARES coordinator now.</li> </ul> </li> <li>• Ambulance Off-load Time legislation           <ul style="list-style-type: none"> <li>○ Some LEMSAs are starting to be able to track. Still waiting for EMSA to provide direction on data elements to be tracked. Difficult to have standardized measurements.</li> </ul> </li> </ul>	<p>Email Craig Stroup and Vicki Sweet if interested</p> <p>Contact Craig if any questions</p> <p>Updates and discussion. Will stay on agenda</p>	
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	<p><b>2.4 EMSA Core Measures Task Force (Poland/Stroup)</b></p> <ul style="list-style-type: none"> <li>• UC Davis core measures validation process <ul style="list-style-type: none"> <li>○ Survey tool to go out to LEMSAs in the very near future. Appears to be easy to complete. It will be reviewed by Dr. Backer first. It will probably go out through EMSAAC.</li> </ul> </li> <li>• The last Core Measures Task Force meeting was canceled.</li> <li>• New data reports will need to be built on the NEMSIS 3.4 platform, which will be a challenge for many LEMSAs.</li> <li>• Per Craig, this has been a good exercise with many opportunities to improve data quality and value for LEMSAs</li> </ul> <p><b>2.5 Patient Safety Organizations</b></p> <ul style="list-style-type: none"> <li>• Susan Mori is working with them to create a LEMSA-focused webinar on the role of PSOs</li> </ul>	<p>Updates and discussion. Will stay on agenda.</p> <p>Information only</p>	
<p><b>3. New Business</b></p>	<p><b>3.1 EMSAAC website access instructions (Poland)</b></p> <ul style="list-style-type: none"> <li>• All of our meeting agendas and minutes are posted on the EMSAAC website, since it is not publically-viewable. John created a quick instruction sheet on how to log in. If you do not have access, let your LEMSA administrator know.</li> </ul> <p><b>3.2 Committee communication methods (Poland)</b></p> <ul style="list-style-type: none"> <li>• Problems with the Google Groups distribution list. Some documents still remain on Google Docs. Many people on that list are no longer with their LEMSAs and it is difficult to add new members. There are also IT issues with members needing to have a Google account. Mountain Valley manages the EMSAAC Listserve. John has asked if a LEMSA CQI Coordinator Listserve could be created. More to come.</li> </ul> <p><b>3.3 LEMSA CQI coordinators survey results (Poland)</b></p> <ul style="list-style-type: none"> <li>• Information on the survey was sent out in the packet.</li> <li>• Future meeting dates that were set only go through September.</li> <li>• Will keep 4<sup>th</sup> Thursday of every other month meetings but will promote attendance. Goal is to get all LEMSA CQI</li> </ul>	<p>Information only</p> <p>Information only</p> <p>Discussion. John to create a meeting schedule through July 2017</p>	

	<p>personnel onto the new Listserv</p> <p><b>3.4 LEMSA optional paramedic scope of practice 3-year renewal (Poland)</b></p> <ul style="list-style-type: none"> <li>• Communications went out to LEMSA Medical Directors regarding the 3-year “sunset” of the approval. Must re-apply with justification. Details of what will be required to come from EMSA.</li> <li>• Some LEMSAs are already making changes in their optional scopes.</li> </ul>	Updates and discussion	
<b>4. Project Committees</b>	<p><b>4.1 EMS QI Plan template revision (Bruhnke)</b></p> <ul style="list-style-type: none"> <li>• We will continue to invest energy into this. Louis has worked with the contractor to incorporate some of the discussion items from the May meeting into the template. Most questions now have a “help” box that we can edit. Hyperlinks can also be added.</li> <li>• Draft online template – <a href="http://northcoastems.com/eqip/index.php">http://northcoastems.com/eqip/index.php</a></li> <li>• Contractor to develop a system so that LEMSAs can have their own discreet access for their providers</li> </ul> <p><b>4.2 CQI Coordinators conference (Stroup)</b> (Stroup/Kennedy/Madrid/Mori/Sweet)</p> <ul style="list-style-type: none"> <li>• New “subcommittee” created in May at the face-to-face.</li> <li>• A one-day workshop is envisioned for presentation of best practices, success stories. Coordinating dates may be a challenge, but the group will convene soon to discuss</li> </ul>	<p>Louis to set up a conference call with the subcommittee members Contact Louis with suggestions, questions, comments</p> <p>Updates and discussion</p>	
<b>5. 2016-2017 Goals</b>	<ul style="list-style-type: none"> <li>• Continue working relationship with EMSAAC, EMDAC and EMSA to provide subject expertise and consult on quality issues</li> <li>• Approve/issue standardized CQI plan template for providers and LEMSA use</li> <li>• Provide a resource for standardized QI training to include basic and intermediate levels.</li> <li>• Foster “Just Culture” and promote a safe environment for EMS constituents in regards to CQI efforts</li> <li>• Develop and promote professional standards for EMS CQI professionals</li> </ul>	Reviewed	

<b>6. Open Forum</b>	<ul style="list-style-type: none"> <li>• Send agenda items to John Poland for upcoming meetings</li> <li>• Sharing of progress on NEMSIS 3.4.</li> <li>• Discussion of ImageTrend Elite system. There will be a “library” for agencies to share resources. Can be modified to your local systems.</li> <li>• The ImageTrend “user group” support will be re-activate and info will be sent out soon.</li> </ul>		
<b>7. Next meeting</b>	Teleconference: Thursday, September 22, 2016		
<b>8. Adjournment/Roll Call</b>	Meeting adjourned at 14:25		