

**EMS for Children Advisory Committee
Professional Development Center
State Police Academy
Institute, WV**

**Meeting Minutes
February 4, 2010**

Members in Attendance	Members Absent	Guests Present
Jeff Bowles Penny Byrnside Cindy Cramer (via conference call) Robert Dozier Teresa Evans Paula Fields Vicki L. Hildreth Elizabeth Scharman Alisha Samples Karen Scheuch (via conference call) John Thomas Deron Wilkes	Cathy Capps-Amburgey Alysha Crawford (Alternate) Daniel Foster J. Mike Hartzog Amy Johnson-Veazey Debbie Kyle Jerry Kyle Nimish Mehta Kenneth McCord Jerry Rhodes	Rachel Moses Bonnie Dunn Parsons

I. Welcome (Vicki Hildreth)

Vicki Hildreth called to order the regular meeting of the EMS for Children Advisory Committee at 10:10 a.m.

II. Approval of Minutes (Vicki Hildreth)

Penny Byrnside made a motion to approve the minutes from the October 13, 2009 meeting as presented. Deron Wilkes seconded. Motion carried.

III. General Updates (WVOEMS) (Deron Wilkes)

Deron reported that the position of STEMS Medical Director has been posted with no closing date. It is a full time position that is not currently housed in any location. Any interested physicians should consult the West Virginia Division of Personnel website to view the posting. The position of STEMS Administrative Director will be posted soon.

Vicki introduced the newest member to the EMSC Advisory Committee, Dr. Elizabeth Scharman from the West Virginia Poison Center.

IV. Operations (Deron Wilkes)

OEMS has interviewed nine candidates for the Planner Position; one more interview will take place before the process is complete. It will be funded through a Threat Prep Grant.

Since August, 2008, OEMS has encouraged agencies to report all pre-hospital patient care records electronically. As of February 4th, 2010, four to five agencies are not reporting electronically. There are some problems with the system and they will be fixed in the future. Information gleaned from ePCRs will help determine protocol and policy development.

Dr. Rosanna Sikora has been hired on as a ninety day temp and serves as Pediatric Representative on the MPCC, a body comprised of regional medical directors, the State Medical Director and the Assistant Medical Director for Trauma that determines state medical protocol and treatment. Dr. Sikora's appointment to the MPCC fulfills the Performance Measure that requires a Pediatric Physician on an EMS board.

Due to the impending snowstorm this weekend, the EOC will likely be activated. The EOC allocates and manages resources across the state in the event of an emergency.

Vicki reported that Jerry Rhodes, a representative from Threat Prep, may have to resign the Committee; however, when the new Planner Position is filled, she plans to have that individual take his place.

V. EMSC Updates (Vicki Hildreth)

Vicki reported that the Continuation Grant was submitted on December 24, 2009. She then referred to hand out 1 (attached) and noted that EMSC had met Performance Measures 71 and 72. When the Always Ready for Kids (ARK) program is reinstated, this will assist with meeting Performance Measures 74 and 75.

VI. Always Ready for Kids (ARK) (John Thomas and Vicki Hildreth)

John gave a background on ARK, a voluntary program that began in 1996 to determine whether or not hospitals were equipped to handle pediatric emergencies. During that period, 13 hospitals were ARK-certified. After the hospitals conducted an in-depth self-study, a site team comprised of the EMSC Coordinator, Pediatric Physician, and residents familiar with the hospital and staff conducted a two day site visit where they examined facilities, equipment, medical charts, talked with the CEO of hospital, head ER Nurse and Physician. The team then documented the hospital's strengths, weaknesses and areas that needed improvement. If the hospital passed as being ARK-ready, OEMS presented them with a plaque designating them as ARK.

The Committee felt this was an important program to reinstate and Elizabeth Scharman suggested having a link put on the website to show which hospitals are ARK certified. The Committee then discussed the benefits of ARK among parents, families, communities and hospitals.

Vicki informed the committee that they have until May to reinstate the program. John said it would take up to a month to revise the program and bring it up to date. Vicki will send an email next week asking for volunteers to help with the revision process and conduct site visits. Karen Scheuch, Paula Fields, John Thomas and Bob Dozier offered to help in any way possible.

VII. 2010 State Fair (Vicki Hildreth)

The Department of Health and Human Resources has granted OEMS permission to participate in the State Fair this year. It will run August 13 – 21, 2010. Vicki presented the Committee with handouts (attached) detailing the Hug-A-Tree program, which encourages children lost in the woods to find a tree and stay there until help arrives. Deron mentioned EMSC would like to be able to provide children with an orange trash bag, a whistle and small mirror, all critical elements for a lost child to have; the trash bag keeps the child warm and dry and; the whistle allows the child to be heard at a great distance, and the mirror attracts attention.

The Committee agreed to make this the theme for the 2010 State Fair and Teresa Evans mentioned taking the program into schools. Cindy Cramer said she would work on getting the orange trash bags donated.

Vicki also informed the committee that EMS has purchased a new display that is very lightweight, portable, eye catching and easy to assemble.

VIII. EMSC Data (Bob Dozier)

Bob discussed various handouts (attached) regarding data on children under the age of 18. Discussion was held in reference to abuse and neglect case; currently cases of abuse or neglect are not tracked.

IX. Election of Chairperson

Vicki reported she is currently working on updating the EMSC by-laws. When she is finished, they will be distributed to members in May; they can then be adopted and a Chairperson elected.

X. Personal Health Journal (Bonnie Dunn Parsons)

Bonnie Dunn Parsons, an Extension Specialist from the Office of Family and Consumer Sciences at West Virginia State University, is currently developing a Personal Health History Journal for children age birth to eighteen named "My Growing Pains and Gains," (handout attached) which is a place to keep the child's health records and visits to the doctor. Vicki currently serves on the task force.

Bonnie reported that regarding marketing, OBGYN's, Head Start and Schools are a starting point to think about. Anyone with ideas or who would like to help can email her at: parsonsb@wvstateu.edu.

XI. Children Special Health Care Needs Protocol Development

Vicki reported that currently there are no protocols for Children with Special Health Care needs. A subcommittee will be formed to develop these protocols. Vicki will be sending out an e-mail to the committee regarding their participation.

Deron asked Committee members to think of topics they would like to see EMSC prioritize. Alisha Samples stated she would like to see more developments for child car seats; Paula Fields is very interested in the Special Health Care Needs aspect. Bob will look into pulling this from that data. Vicki will send an email to members asking for ideas what to prioritize for the EMSC program. Deron asked that each member reply regardless of whether they had ideas on issues or not.

Wrap-Up

Discussion was held regarding establishing consistent meeting dates for the EMSC Advisory Committee. John Thomas made a motion to establish the second Thursday of February, May, August and November for EMSC Advisory Committee meetings. Alisha Samples seconded. Motion carried. Time and Location of next meeting will be determined once funding is fully resolved.

XII. Adjournment

Meeting adjourned at 12:52 p.m.