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PC EMS COUNCIL
PROTOCOL REVIEW COMMITTEE MINUTES
May 31, 2017

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Attendance:

Membership Attendance Roster on File.

Call to Order

Cynde Rivers called the meeting to order at 8:03am. Introductions were made and previous meeting minutes were provided, voted on and accepted as written.

New Business:

None.

New Business:

A. **Comments From Training**

Todd Jenson said, "It's done!" Chris Rock said that it took longer than expected, the two online modules requiring about 3 hours. Todd added that they used instructor led training and it was a 3 hour session. Chris suggested that we separate ALS and BLS training in the future, since the BLS folk had to sit through a lot that was not applicable to them. Karmela asked what happened to the PowerPoint that was developed. It was emailed by Norma, but some didn't get it, maybe because of the large file size. Norma resent it.

B. **Progress on Pocket Protocols**

Norma explained that the protocols were in production at the printer. She added that the cost was less than the initial quote. They should be ready by the third week of June.

C. **Next Review Brainstorming**

Chris Rock stated that he thought out process was not a good one and that we need to improve it. Norma suggested we consider changing a section at a time instead of individual pages. Todd suggested we go with an electronic product instead of paper format, investing the money we spend on printing for development. Mindy Churchwell said they use an app that is secure. Norma stated that the Council needs to write up a proposal requesting prioritization of the creation of an app, put it in a letter, and submit it to Lowell Porter. Norma added that we need to do this soon; we also need to separate the patient operating procedures from the policies; DOH has asked us for it. Chris responded that it is a struggle because, at a legal level, there's a difference between procedures and policies. Much discussion followed. Todd suggested that the doctors make the initial changes/edits and then submit it to the committee to finalize. Chris asked," then what do we need to be working on right now?" Norma said it's a timely thing to do. Chris asked Norma to send out the WACs that distinguish between procedures versus policies. Cliff asked if we want to investigate a secure app. Norma answered that we need to finish the process of working with County IT first. Action steps: 1) WAC definitions of COP vs PCP, vs Protocol will go out with minutes; 2) Proposal letter to Lowell Porter; 3) Begin working on Procedures versus Policy.

Unscheduled Business:

None.

Announcements:

Cynde thanked everyone for their ideas and input.

Adjournment:

Meeting Adjourned @ 8:35 am.