

MINUTES

Berks County EMS Working Group

Date | time 2/4/2014 10:04 AM | Meeting called to order by Tim Moyer

In Attendance

Organization	Representative	Organization	Representative
Berks DES	Brain Gottschall, Matt Stairiker, Christina Wood, Todd Boughter, Tony Flores		
Bally EMS	<i>no representation</i>	Schuylkill Valley EMS	Tim Moyer
Bethel EMS	Anthony Martin	Southern Berks EMS	Mike Palamar
Blandon EMS	<i>no representation</i>	Topton EMS	<i>no representation</i>
Boyertown EMS	Dave Babb	Western Berks EMS	<i>no representation</i>
Exeter EMS	<i>no representation</i>	LVH MedEvac	<i>no representation</i>
Exeter Township QRS	Chris Chamberlain	PennStar	<i>no representation</i>
Fleetwood EMS	<i>no representation</i>	SJMC	<i>no representation</i>
Kutztown EMS	Bill Lillington	Reading Health System	Anthony Martin
Kutztown EMS	Doug Demchyk	Surgical Institute	<i>no representation</i>
Lower Alsace EMS	Matt Stairiker	HAP	Michael Whalen
Muhlenberg EMS	Chris Murray	RCTTF	Bill Lillington

Approval of Minutes

No Minutes from January 2014 Meeting

Berks County DES (Department of Emergency Services)

- Updating of Text Paging:** Still working on this process. Working on refining the operational ground on which it will be deployed. Should have a definite answer by next Wednesday. Preliminarily, DES believes that this will be able to be accomplished for major changes to “call types”, such as an AFA being upgraded to a Structure Fire and a MVA with unknown injuries being upgraded to a MVA with entrapment. DES reiterates that the text paging system is not the primary means of dispatching, that it’s only secondary, and advises that utilizing the text paging system as a primary means of dispatching is in violation of DES policies/processes.
- Radio System User Agreements:** DES wants to make sure all organizations have received copies of the Radio System User Agreement. These agreements were sent out by DES to all company chiefs. Any questions relating to the agreements should be forwarded to DES. This agreement was sent out in advance

to ensure that all companies are keeping up the processes of the system upgrades. Once agreements are completed they should be returned to DES.

3. **Radio Infrastructure:** The weather has been playing a major role in construction delays with the tower site. Construction is still moving forward. At this time DES is not sure how this will impact the project schedule. The original plan was to hand over the constructed tower sites to Motorola by December 31, 2013. Motorola has the right to delay the project based on sequential processes that need to be completed. Motorola is currently utilizing time to work on the smaller projects that would have been completed later on in the process. At this time it is unknown how this is going to impact the final system acceptance. DES is hoping within the next two-three weeks, the Motorola project manager will advise if the construction delays will ultimately cause a delay in the final system acceptance. DES is hoping to have more information for the next meeting.
4. **NEW PERSONNEL:** Sarah Shivers will be the new Training and QA Department. Sarah has been promoted from the dispatch floor.
5. **Regulations Update:** relating to 24/7 service requirements. In the new act it states that all services are required to provide 24/7 coverage or have a written plan in effect or be part of a county process. There is no clear definition of this "county process". This has already raised an issue because a service's application for renewal was denied because there was no plan in effect; however, this organization related that it was a part of a "county process". DES has been in contact with Josh Kulp from Eastern PA EMS Council relating to this specific topic. DES has prepared a letter to John Kloss, Executive Director of Eastern PA EMS Council, with the intention of the letter to "blanket cover" every EMS agency in Berks County. This letter details how the DES system works, run cards work, and the system requirements in place for coverage of a specific area when the primary service is unavailable. It also overviews the depth of coverage in place for run cards. DES also explained the internal processes in place when DES believes EMS agencies are "breaking the rules" (ie: When a service scratches from a call, that agency is taken out of service, and the officer is paged. The officer must provide an explanation as to why the service scratched the call. If DES believes the explanation is not satisfactory, DES then would contact the EMS Council and report the concern.). Currently, DES' letter has been submitted to Council and is being reviewed in Harrisburg at the state level. DES is hoping to have a definite answer by next meeting. With this said, DES has also advised council that the run cards are the individual service's responsibility and does not interfere with the response order on the run cards.

Reading Health System

1. **Construction Project:** The project is still moving forward slowly with the present weather conditions. The decon tank is still not involved at this point. The Decon Room is still operatable for single patient decontamination. If there is a mass decon, the trailer is still present, but would take time to set everything up.
2. **Construction Blasting:** Starting February 17, 2014 onsite blasting will begin. Blasting is expected to occur at 1200 and 1600 and should last approximately three (3) minutes. During blasting operations, flaggers will be onsite and arriving and departing ambulance will utilize the alternative entrance which is going to remain open.
3. **Dinner and Learn:** Wednesday, February 12, 2014. Dr. Seigel will be discussing EKGs above and beyond the standard 12-lead EKG.

SJMC (St. Joseph's Medical Center)

1. **Con-Ed Update:** SJMC has changed their Con-Ed schedule to a quarterly Con-Ed class instead of monthly. The next Con-Ed class has been scheduled for April 5, 2014 and the scheduled topic is Cardiovascular Events. Flyers will be sent out.

2. **Update:** SJMC in coordination with Reading/Muhlenberg Technology Center will be offering the EMT program. The next program is scheduled to start May 5, 2014. Flyers will be sent out. For information, please contact Becky Selser at SJMC.
3. **Survey Giftcards:** If you were selected as a gift card recipient, they all have been mailed and you should be receiving the shortly.

Eastern PA EMS Council

1. **Licensure:** this process should be started a minimal of 45 days prior to the expiration. DO NOT WAIT on this process! If the deadline is reached without inspection, the license will be pulled. This will cause a huge problem because your license number is used for Medicare and Medicaid billing. If expiration is reached and your license is pulled, you cannot utilize that number. This will cause you to have to re-validate with Medicare and Medicaid.
2. **Rules and Regulations:** the PowerPoint presentation utilized by Council for the updates is available on their website and can be downloaded. If anyone has any questions or concerns, please contact Council.
3. **EMS Conference:** Council is currently looking for speakers for the 20th Eastern PA EMS Conference. Anyone with any ideas or suggestions is to contact Jason Smith at Council.
4. **Golf Tournament:** Friday, September 12, 2014 at the Southmore Golf Course in Northampton County. Council will be sending out flyers in the future for this event.
5. **List Serve:** List serve has been simplified. It may look a little different but contains the same information as before. List serve will still be issued weekly.

Radio Advisory

Nothing to report.

HAP (The Hospital and Healthsystem Association of Pennsylvania)

Nothing to report.

RCTTF

Nothing to report, no recent meetings.

LVH MedEvac

No representation.

PennStar

No representation.

Old Business

1. **Award Banquet:** award presentations project has not moved forward. Plan is to consider this idea next year.

New Business

-none

Next Meeting

3/4/2014 10:00 AM, Berks County DES, 2500 Bernville Road, Reading PA

Motion to adjourn the meeting was made at 1035 with a unanimous vote.

DRAFT