



Peninsulas Emergency Medical Services Council, Inc.

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PEMS Performance Improvement Committee Meeting Minutes

A PEMS Council Standing Committee

Meeting Date: 9-14-23

Meeting Location:

PEMS & Microsoft Teams

Chaired By: D. Thomas

Begin Time: 3:02 p.m.

End Time: p.m. 4:01 p.m.

Minutes Submitted By: D. Thomas

Draft: Approved Date: 12-7-23

Members Present:	Members Absent:	Staff:	Others:
Doak, Melissa (Chair) (TC)	Balog, Tony	Thomas, Debbie (TC)	
Herman, Cassie (Vice Chair) (TC)	Baylous, Denise		
Manthey, Robyn (TC)	Beck, Craig		
Samuels, Gary (TC)	Bond, Jordan		
Stevens, Ashlee (TC)	Erwin, Eleanor (attempted couldn't get on)		
Thimons, Erica (TC)	Herman, Cassie		
Wyatt, Emily (TC)	Jenkins, Kasey		
	Jensen, Matt		
	McClain, Scott		
	Parker, Sarah		
	Prata, Jr., Anthony		
	Shahan, Phil		
	Sink, Betsy		
	Quinerly, Nikosha		
	Watkins, Sara		

Item	Discussion	Action Required	By Whom/When
Call to Order	Meeting called to order by M. Doak at 3:02 p.m.		
Introductions	Introductions made and attendance recorded as above.		
Approval of Minutes	Minutes reviewed. Motion by C. Herman to approve the minutes. Second by R. Manthey. Motion approved.		

Item	Discussion	Action Required	By Whom/When
Membership	<p>ADD: Heather Brown – Lancaster County EMS REMOVE: Eleanor Erwin – OMD for Eastern State Hospital EMS. REMOVE: Tony Balog – Gloucester Vol. Fire & Rescue</p> <p>Motion to accept membership changes presented above by G. Samuels. Second by C. Herman. Since E. Erwin was also the Vice Chair for this committee, D. Thomas informs committee of the need to have volunteers or nominations for the position. Discussion. C. Herman volunteers to be VC for the committee. Motion by Robyn to elect C. Herman as the VC. Second by G. Samuels.</p>		
Staff Report	<p>1QFY23 Quarterly reports are due into the Virginia Office of EMS the first week of October, so PEMS staff are working to compile their deliverable reports for approval by the PEMS BOD and submission to the Office of EMS.</p> <p>D. Thomas attended the statewide Regional PI Coordinators meeting in August. The group has decided to use our meetings to also begin working on a collection of data reports commonly needed by all councils as well as to address any issues that coordinators are having in collecting and reporting the data.</p> <p>D. Thomas states that STEMI, Stroke & Trauma metrics remain unchanged from last meeting and were reported out to their respective committees. She shared the Pediatric Airway Management dashboard she created at the request of the Pediatric Committee. In addition, she shared the statewide Trauma Dashboard from VDH Epidemiology that is now available publicly. The great thing about this dashboard is that it is interactive, so you can view the state or the region. D. Thomas reviewed the regional dashboard information.</p>		
Old Business	<p>D. Thomas states that she is trying to find time to work with REMS and CSEMS to work on the development of a more structured PI Plan (discussed at last meeting) that addresses specific projects and metrics that would need to be recorded and how to develop the data dashboards to collect and present this information with different project(s) each quarter. Much discussion about specific performance information to include airway, sepsis recognition, cardiac arrest data, hospital diversion rates, etc. Ultimately it was decided that we would focus on Cardiac Arrest/ROSC data for next quarter.</p>		
New Business	<p>D. Thomas asks the committee to consider a change in meeting dates/times going forward. Because PI Committee follows Trauma Committee on same day at the end of each quarter, it leaves little time for her to complete her deliverables, which include the meeting minutes and quarterly report for PEMS within a day or two of the meetings. This makes it difficult to get everything done within the time constraints for BOD meeting approval. Discussion-everyone is in favor of changing the meeting dates and times. Motion by G. Samuels, that beginning with our December meeting, we move PI Committee to the first Thursday at 1:00 p.m. Second by C. Herman. Motion approved.</p>		
Good of the Order	<ul style="list-style-type: none"> • The Virginia EMS Symposium cancelled. • PEMS & RCC are working collaboratively to bring back a mini-symposium in November...more to come. • PEMS is offering some “merit-badge” classes – Emergency Pediatric Care, PHTLS and AMLS are classes on the schedule. Registration information, links and cost are listed on the PEMS website. D. Thomas will also share the flier on our Teams page. • Riverside Regional Medical Center will be offering their bi-weekly Trauma AV Reviews virtually probably beginning in October. CEs are awarded for any EMS providers who wish to attend. More to come when exact dates are known. • Hampton Roads Trauma Symposium date for 2024 is going to be April 19th in Williamsburg. 		

Item	Discussion	Action Required	By Whom/When
<p>Good of the Order (con't)</p>	<p>Hospital/Agency Roundtable: No one had anything to report other than those items listed above.</p> <p>Adjourn to Secure Session for MIR reviews: D. Thomas reminds everyone that they must be on a secure connection without others in the room. Anyone who is not a member of the committee, or who cannot be secure, must excuse themselves.</p> <p>Since there were no MIRs that required review or further discussion by the PI Committee, D. Thomas shared her matrix with the group. MIRs received and investigated this quarter June 1 – Sept. 14. Italicized entries are still under investigation or have not yet been resolved.</p> <p>2023 – 15 Mag Sulfate had visible contaminants in box P0370. 2023 – 16 Narcotic waste form incomplete; no signatures. Fentanyl used. 2023 – 17 Med box PRSI-0031exchanged without blue card w/patient name. 2023 – 18 Narcotic waste form incomplete; no signatures. Med not reported on MIR 2023 – 19 Lasix Med error - reported immediately to all parties & MIR. No further investigation needed. 2023 – 20 <i>Med Box Issue: Versed not within sealed narcotics bag-Investigation ongoing</i> 2023 – 21 <i>Med Box Lock Tag Missing on P0202 -Investigation ongoing.</i> 2023 – 22 Narcotic waste form incomplete; no signatures. Fentanyl used. 2023 – 23 Reported there was no blue drug box exchange form inside box 2023 – 24 Form indicated 100 ml bag of saline used but was still in box. 250 ml bag of D10% was missing. 2023 – 25 No narcotic waste form signed; no physician signature. Fentanyl & Zofran used. 2023 – 26 <i>Wrong formulation of ASA in box. Pt received wrong dose/no harm-Investigation ongoing.</i> 2023 - 27 Medic opened P0301 to admin medication and found 2 open sharps inside fold of red pouch (interior seal was intact) Photo was submitted. 2023 - 28 <i>Narcotic waste doc incomplete & no physician signature for use. Fentanyl used. Investigation ongoing.</i> 2023 - 29 Nitro administered per protocol but remainder/bottle not returned in drug box</p>		
<p>Next Meeting Date</p>	<p>Our next meeting will be: Thursday, December 7th, 2023 at 1:00 p.m.</p>		
<p>Adjournment</p>	<p>Motion to adjourn by G. Samuels. Second by C. Herman. Meeting adjourned at 4:01 p.m.</p>		