

Incident Emergency Medical Task Group (IEMTG) Conference Call Notes

March 26, 2008

Core Member Participants: Gene Madden, Mary Jo Lommen, Bob Ashworth, Dan Pontbriand, Connie Newton (for Dia Gainor)

Chair: Jan Peterson

Executive Secretary: Jon Thomas

Technical Representative: none

Absent: Larry Sutton, Fergus Laughridge, Dia Gainor, Dan Frazee

OLD BUSINESS: Reviewed status of action items. Most will be covered in detail at next week's meeting in Boise.

AGENDA ITEMS: see attached

NEW ITEMS:

Jan

- A number of people have been calling and emailing Jan offering to help with the group's effort.

Gene

- Gene has the contact information for a number of other doctors who have expressed an interest in helping.
- The group needs to develop a clear understanding of the IEMTG needs and its future direction before approaching any doctors. Some information to include would be how agencies can address obtaining doctors' participation and how they can protect their licenses.

Jan

- Tammy Denny, the web master with NIFC, will be coming to our meeting to discuss web site usage and maintenance.
- Carol Salo will discuss the financial aspects of the group during the weekly meeting in Boise.

Jan & Bob

- Funding for Dan Frazee has been difficult to obtain. However, Bob is still hopeful the NASF will come up with the funds.
- The group agreed that Dan's should participation via conference calls until funding is obtained.

Jon

- Discussed having a BIA representative within the team. Bob will ask the SHWT about including them in this task group.
- The need was identified to contact the Smokejumper Base and Hotshot EMT coordinators to get their input. We will further address this issue at next week's meeting.

- Dan Pontbriand has agreed to bring and provide an overview of the NPS medical program to the meeting in Boise.
- The all agency IEMTG introduction letter and the draft communication plan were identified as being top priorities to finalize during the meeting in Boise. The goal is to send the introduction letter to the SHWT by end of week.

Jan

- Jan has parking passes for all the members of the group and they will available for you to pick up at the front desk of the Idaho State Office.

ACTION ITEMS:

Action Item	Assigned to	Due Date	Action Taken
Add a physician as a member to the IEMTG charter – will discuss with the SHWT	Jan		To be discussed at March 31 meeting
Wording for new physician section in the charter - forward to Jan	Fergus		To be discussed at March 31 meeting
Maintain a list of potential technical representatives/ subject matter experts & their skills-forward lists to Jon	All	on going	
Bulletin to be published under the SHWT banner about the IMETG group and its functions /sources. Run by Dia & Fergus. Forward to Jan, then SHWT	Gene	3/27/08	To be finalized at March 31 meeting
Communication plan & talking points- forward to Jan	All	On going	To be discussed at March 31 meeting
Everyone provide web site suggestions/feedback to Jan	All	3/4/08	To be discussed at March 31 meeting
Web site update/upgrade	Jan		To be discussed at March 31 meeting
Funding for Dan (USFWS or NASF) check with SHWT	Jan/Bob	3/27/08	On going
Prioritize objectives and forward to group	Jan & Jon	3/18/08	To be discussed first thing at March 31 meeting
Program of work (budget) for SHWT	Jan		To be discussed at March 31 meeting
Integrate old EMSG records with IEMTG group records	Mary Jo & Jon	3/31/08	To be discussed at March 31 meeting

Next conference call date: TBA at March 31 meeting

Attachments: Conference call agenda for March 26, 2008

Handouts (via email) none