

Incident Emergency Medical Task Group Conference Call Notes

June 25, 2008

Core Member Participants: Gene Madden, Mary Jo Lommen, Larry Sutton, Dean Ross

Chair: Jan Peterson

Executive Secretary: Jon Thomas

Technical Representative: Wayne Denny

Guest: Dan Pontbriand

Absent: Bob Ashworth, Mike Brown, Dia Gainor, Fergus Laughridge,

This meeting was held via conference call and through the web based program “Go To Meeting”.

AGENDA ITEMS: see attached

OLD BUSINESS: Web Site Design
AED Memo
Minimum Incident Emergency Medical Standards memos

OLD 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		In progress
Wording for new physician section in the charter- forward to Jan	Fergus		On hold for other suggested changes to the charter
Maintain list of potential technical representative/subject matter experts & their skills -forward lists to Jon	Jan	on going	Group to forward suggestion to Jan
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 & Jan	3/27/08	Forwarded to SHWT
Communication plan & talking points- forward to Jan	All	On going	Forwarded to SHWT 4/18/08
Everyone provide web site suggestions/feedback to Jan	Group	3/4/08	In progress
Web site update/upgrade	Jan		In progress
Funding for Dan (USFWS or NASF) check with SHWT	Jan	3/27/08	Bob working on Rep is now Mike Brown
Prioritize objectives and forward to group	Jan & Jon	3/18/08	Done

Program of work (budget) for SHWT	Jan		In progress
Integrate old EMSG records with IEMTG group	Mary Jo & Jon	3/31/08	Old recorders being reviewed by Jan
Provide Carol Salo with suggestions on medical kit rental & EMT hiring	Mary Jo & Jon		On hold until Tactical Plan is completed
NASF representation in IEMTG	Gene/Bob	Done	Is Mike Brown
Tactical plan write up	All	5/29	Forwarded to SHWT
NWCG Memo Minimum Standards of Incident Emergency Medical Standards Draft (AED)	Group		On hold until Tactical Plan is completed
Incident Medical Minimum Levels	Group		On hold until Tactical Plan is completed

NEW ITEMS:

Jan

- Introduced Dean Ross who is the new NPS representative. Dean gave a brief background and overview of his career.

Gene

- A new DHS groups has been formed to produce guidelines for paramedics for when they provide services across the country during national emergencies. Gene suggested our sub-group contact the new DHS group and provide a quick briefing of the efforts etc. to the entire IEMTG.

Jan

- Jan introduced and discussed the memo on Interim NWCG Minimum Standards for Incident Emergency Medical Services. Some members felt that the memo was a bit confusing, because it is combined with the AED memo. Therefore, the IEMTG group agreed to have Jan, Gene, and Larry edit the memo and forward it to the SHWT as soon as possible.

Jan

- Introduced (showed) the current IEMTG web site. She discussed having photos on the site, as well as the need to have signed waivers on file when showing people or patients faces in the photos. Jan confirmed that the website is unable to post vendors (for profit companies) sites on IEMTG government web site. Additionally, the web master also requested short captions for each photo posted on the web site.

Jan

- Requested that each subcommittee/group provide an update on their group's status and a list of members for the next call.
- Most sub-groups will be able to get their basic outlines done, but will need an approved scope of practice & standard of care guidelines to complete their sections.

Group

- Currently, there is not a clear definition of a line qualified medic. Additionally, there are many interruptions of what level of ICS and fire training is required, and what fitness level is needed for medics. The group agreed that the committee should look at developing a national standard for a "Line Medic".

NEW ACTION ITEMS:

Action Item	Assigned to	Due Date	Action Taken
Web site photo information	Jon	ASAP	In progress
New NWCG EMS/AED memo	Gene, Jan & Larry	ASAP	In progress
Status report from sub-committees	All	7/9/08	In progress

Next conference call dates:

July 9, 2008, at 0900 MDT

July 23, 2008, at 0900 MDT

Attachments:

#1

Conference call agenda for June 25, 2008

Attachment #1

**Incident Emergency Medical Task Group
Conference Call Agenda
6/25/08**

- + NPS rep status
- + California (R-5) and FEMA EMS issues
- + Status of:
 - o NWCG Memo Minimum Standards of Incident Emergency Medical Standards Draft (AED)
 - o NWCG Incident Medical Minimum Levels draft
 - o IEMTG Tactical Plan
 - o IEMTG Introduction Letter
 - o NWCG Standards for Burn Injuries draft
- + Web Site status <http://www.nwcg.gov/teams/shwt/iemtg/index.html>
- + Identify Sub Committees/Groups - Status
 - o Scope of Practice (Dia & Wayne)
 - o Standards of Care (Dean & Jon)
 - o Data and Records Management (Gene & Dia/Cramer)
 - o EMS Equipment & Supplies (Jon & MJ)
 - o Training & Credentialing (2 action plans) (Gene & Jan)
 - o Incident Medical Unit Operations and Evaluation Criteria (3 action plans) (Gene & MJ)
 - o Physician Advisory System (Fergus & MJ)
 - o Emergency Equipment Rental Agreement Model Language for EMS Resources (Jon & MJ)
 - o Communication (Jan & Gene)