



# Meeting Minutes



<b>Meeting Title:</b>	2nd Quarter 2024 EMSC Advisory Committee Meeting		
<b>Meeting Location:</b>	Mississippi Center for Emergency Services and Zoom		
<b>Meeting Date:</b>	April 16, 2024		
<b>Time:</b>	1400-1445		
	MSDH Staff	Guests	Committee Members
<b>Attendees:</b>	<input checked="" type="checkbox"/> M. Parker <input checked="" type="checkbox"/> C. Berry <input type="checkbox"/> T. Windham <input type="checkbox"/> J. Dawson <input type="checkbox"/> A. Nguyen <input checked="" type="checkbox"/> B. Collier		<input type="checkbox"/> C. Shermer <input type="checkbox"/> B. Galli <input type="checkbox"/> M. Goreth <input checked="" type="checkbox"/> M. Cole <input checked="" type="checkbox"/> C. McGregor <input type="checkbox"/> F. Gomez <input type="checkbox"/> J. Gardner <input type="checkbox"/> M. Galtelli <input type="checkbox"/> B. Sessums <input type="checkbox"/> K. Prystupa <input type="checkbox"/> E. Hines <input type="checkbox"/> J. Wright <input type="checkbox"/> J. Spring <input checked="" type="checkbox"/> C. Marble <input checked="" type="checkbox"/> L. Valadie <input checked="" type="checkbox"/> L. Jackson <input type="checkbox"/> M. Fortenberry <input checked="" type="checkbox"/> S. Pannell <input checked="" type="checkbox"/> M. Darcy <input type="checkbox"/> S. Alford

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	AGENDA TOPIC	NOTES
1400	I. Call to Order II. Old Business	<ul style="list-style-type: none"> <li>Attendance is checked by Andrew Nguyen.</li> <li>EMSC Advisory Committee is called into order by Dr, Shermer.</li> <li>Voting on previous meeting minutes</li> </ul>
1405	III. Child Passenger Safety Technician Program and Certification	<ul style="list-style-type: none"> <li>Collaboration with MSDH preventative health on car seat safety in reference to EMSC</li> <li>Updating committee on progress of technicians in MSDH and increasing the number of classes for training in MS.</li> </ul>
1410	IV. EMSC Safety Fair	<ul style="list-style-type: none"> <li>Presentation of EMSC safety fair to committee to spread public awareness and celebrate EMS 50<sup>th</sup> anniversary in Mississippi.</li> <li>Set day of May 21st, 2024, at Mississippi Trade-Mart for location.</li> <li>Discussion of the event and organizations that are participating.</li> </ul>
1420	V. Open Discussion on Current Affairs in Relation to EMSC	<ul style="list-style-type: none"> <li>Inclusion of pediatric readiness in relation to the trauma system</li> <li>Discussion about the changes to "Grey Book" 2022 and its relation to EMSC.</li> <li>Review of pediatric readiness checklist and viability with current trauma checklist.</li> <li>Development of easy to access data collection to share information for both MSDH and committee members.</li> </ul>
1435	VI. EMSC Involvement in Education for Schools thru the Department of Education Programs	<ul style="list-style-type: none"> <li>Topic of reaching out to Department of Education for secondary involvement in school education in relation to EMSC via School Nurses.</li> <li>Explanation to committee members about unsuccessful attempts possibly due to conflicting schedules.</li> <li>Clarification that multiple attempts will be made to reach out again after public school is not in session.</li> </ul>
1440	VII. Discussion and information gathering in reference to conferences	<ul style="list-style-type: none"> <li>Review with committee members about potential questions for Out-of-State organizations and/or departments aligned with similar goals but not in the same department.</li> <li>Conferences that schedule for attendance 2024: <ul style="list-style-type: none"> <li>▶ Partners in Preparedness</li> <li>▶ NAMESEO</li> <li>▶ All-Grantee Meeting</li> </ul> </li> </ul>
1445	VIII. Adjournment of EMSC Advisory Committee Meeting	<ul style="list-style-type: none"> <li>Meeting adjourned at 1445</li> </ul>

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Mississippi State Department of Health

Revised 1/22/18

Form 1075



# Meeting Minutes



## ACTION ITEMS

#	Step	Person (s) Responsible	Due Date
	1) Development of system for data collection in relation to pediatric related information to provide statistics for committee	<ul style="list-style-type: none"> <li>▶ Andrew Nguyen</li> <li>▶ Josh Dawson</li> </ul>	Ongoing
	1) Review CSPT training course with assistance from MSDH Preventative Health 2) Increase the number of instructors of CPST course in Mississippi.	<ul style="list-style-type: none"> <li>▶ Josh Dawson</li> <li>▶ Andrew Nguyen</li> <li>▶ Chris Marble</li> <li>▶ Lisa Valadie</li> </ul>	Oct. 9, 2024
	1) Promotion/advertisement of EMS Event. 2) Discussion of end results from EMS Event.	<ul style="list-style-type: none"> <li>▶ Andrew Nguyen</li> <li>▶ Lisa Valadie</li> <li>▶ Chris Marble</li> </ul>	July 9, 2024
	1) Attain point of contact for Mississippi Department of Education school nurse program 2) Communication with individuals for mutual interest with involvement of EMSC	<ul style="list-style-type: none"> <li>▶ Michelle Goreth</li> <li>▶ Andrew Nguyen</li> <li>▶ Christy McGregor</li> </ul>	Ongoing
	1) Development of data collection system used to follow pediatric patients from on-site treatment via EMS to release and follow-up of hospital admitting patient.	<ul style="list-style-type: none"> <li>▶ Josh Dawson</li> </ul>	Ongoing
	1) Replacement FAN representative for Sandra Hultz into the EMSC Advisory Committee	<ul style="list-style-type: none"> <li>▶ Josh Dawson</li> <li>▶ Erin Hines</li> <li>▶ Andrew Nguyen</li> </ul>	Ongoing



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## Instructions for Form 1075, Meeting Notes

**Revision Date, 1/22/18**

**Purpose:** The MSDH Meeting Minutes is optional and not mandated for use; however, it is strongly recommended to meet adequate documentation standards as a PHAB accredited agency. The form serves as strong documentation that a meeting took place and what was discussed. This documentation is very important for continuing accreditation.

**Instructions:** Prior to the meeting, prepare the agenda with topics to be discussed and times for discussion. Meeting Title, Location, Date and Time should match what is listed on the Meeting Agenda (Form 1074). Agenda topics should also be listed in the table provided, and corresponding discussion and/or decisions made should be entered into the notes section of the table. The Action Items table should be completed to list actions to be taken after the meeting, as well as who is responsible for their completion and any relevant deadlines associated. There is space in the footer for the name of the person who compiled the minutes and submitted them to the group for review and approval.

**Office Mechanics and Filing:** To be determined by meeting purpose and topics discussed.

**Retention Period:** To be determined by meeting purpose and topics discussed.