

**Planning & Outreach Functional Group
July 18, 2007**

Meeting Minutes

Voting Members in Attendance: Joe Gibson; Jill Ellett, RN; Charlann Staab, RN; and Faith Whipple, RN

Guest Members in Attendance: Amanda Chambers; Laurie Wood, RN; T. Wayne; Ed Armijo; Aaron Novak; Sheila Bryant, RN; Terry Mullins; Ann Hoover; Vicki Upton; Charlie Johnson; Robert Jordan; Mike Baros, RN; Gabe Gabriel, RN; Bill Hayes; and John Ford

I. Call to Order@1008 by Joe Gibson, Chair

II. Introductions: Vicky Upton- new Trauma Coordinator for Maricopa, Amanda Chambers for Casa Grande

III. Approval of Previous Planning & Outreach Minutes – *motion to accept motion as written by Jill- second by Faith- unanimous approval of members present*

IV. Chair's Report:

A Update: Joe reported that Peggy, Joe and Dr. Londeree meet with the Fire Chiefs in the Gila county area this week. Joe reported that meeting with the regions in their areas is always nice and informative. Additional meetings will be planned in the future. Peggy expressed her appreciation to Dr. Londeree and Joe Gibson for participating in this valuable process. Dr. Londeree reported that the group had valuable feedback on AED's . Joe passed on the note from County that there is a "warehouse" of backboards sitting at Maricopa for pick up. Joe also summarized the varied educational events this month in the area. CISM, Disaster, Trauma, Mass Casualty, Pandemic Preparedness provider education (preparation for managing outbreak vaccinations with tapi),

B. Strategic Plan-Joe reported that the time is due to review and update the strategic plan. Joe asking for volunteers to assist in this endeavor. Joe extended a special invitation for involvement for a state input I this process.

C. Website Update-Peggy reported that AEMS has contracted with agency for website revision. A new shell has been designed but Peggy would like a volunteer or several to review and update content.

V. EMS Odyssey

A. 2008 Conference Planning – *Joe reported that the conference committee is taking a brief vacation form planning. Venue is already identified, date is planned and there are funds allocated for assistance. Joe3 extended an invitation to anyone wanting to be involved on the committee. Peggy announced that we are in search of some national presenters—we typically have had volunteer speakers due to finances. Joe reiterated appreciated for the committee and the success at keeping the conference in the black. We are always challenged by the finding content that meets the needs of the varied participants.*

VI. EMS Week

A. Regional / State Activities- Terry advised that they will be planning regional and state activities with coordinated approach in the four regions.

B. EMS Recognition Awards-Peggy reported to the group that the recognition awards structure has been re-evaluated. Nominations for different levels are challenging. In lieu of this obstacle at not looking like there is favoritism, the executive board will look at an committee to re-tool the process in hope to make sure all possible candidates are recognized—some agencies are better than others at nominations of deserving individuals.

VI. Mass Casualty Management

A. State Report- no report available until July 27thmeeting

B. Counties Report- no new information—quarterly meetings.

C. Other Reports Joe asked for other committees—TAPI next exercise in the Fall at Glendale Community college.

VIII. Old Business- none offered

IX. New Business- Pediatric Conference planned for October 9 at SWA Education Center.

X. Call to Public- none offered

XI. Adjournment- @1040

Respectfully Submitted: Charlann Staab, RN