

**Planning & Outreach Functional Group  
Joe Gibson - Chair**

**March 19, 2008**

**Meeting Minutes - DRAFT**

**Voting Members in Attendance:** Amanda Chambers, RN; Jill Ellett, John Ford; Rebecca Haro; RN; John Gallagher, MD; Joe Gibson; Kepra Jack, RN; Terry Mason, RN; Nancy Parks, RN; Charlann Staab, RN; Faith Whipple; and Laurie Wood, RN

**Guest Members in Attendance:** Linda Scroggin; Paula Davis; Donald Snyder; Mickey Kovach; Gabe Gabriel, RN; Karen Broderick; Nancy Parks, RN; Alyson Welch; Nancy Hicks Arsenault, RN; Sandy Nygaard; Robert French, MD; Garth Gemar, MD; Tim Pirtle; Chris Dechantt; John Alford; Charlie Johnson; Mary Kopp, RN; Robert Londeree, MD; Jim Roeder; Faith Whipple, RN; Debbie Johnston; Sheila Bryant; and Ed Armijo.

- I. **Call to Order @10:05 by Joe Gibson- Chair**
- II. **Introductions: Paula David (Glendale Community College) and Tim Pirtle (Glendale Fire Department)**
- III. **Approval of Previous Planning & Outreach Minutes – *unanimous approval.***
- IV. **Chair's Report - Joe Gibson**
  - A. **Strategic Plan-** Joe provided a copy of the Strategic Plan and requested feedback.
  - B. **Outreach Task Force –** Joe recommended the creation of an outreach task force with the purpose of establishing, enhancing, and maintaining relationships between AEMS and all EMS provider agencies and hospitals. This Task Force will work on issues of communication, participation and membership.
- V. **EMS Odyssey**
  - A. **2008 Conference Planning –** *Joe Gibson and Peggy Baker provided update information. EMS Odyssey is on track. Brochures will be available early next month. Registration will be available online.*
- VI. **EMS Week**
  - A. **Regional / State Activities –** Ed Armijo provided update.
  - B. **EMS Recognition Awards-** Peggy provided update on the process. AEMS is currently soliciting applications for Service Awards (individuals who have provided outstanding service to AEMS) and Aces of Hearts Awards (individuals – one nominee per agency – who has provided outstanding service to EMS for the Central Arizona Region). The application electronic link (created using Survey Monkey) was sent to an identified agency/hospital representative for completion. An appeal was strongly extended to please support this important process!
- VI. **Mass Casualty Management**
  - A. **State Report-** Administrative Oversight Committee seeking input from State on Tabletop questions. Also, further exploring coordination of committees with the State for collaborative efforts. Education needs to be worked on. Computer/calendar links are in the process of development.
  - B. **Counties Report –** Joe Gibson provided an update.

- C. Other Reports- nothing to report.**
- VIII. Old Business – none**
- IX. New Business- Charlann Staab addressed JEMS article on the appeal of the Ryan White notification law and the ramifications it has on EMS.**
- X. Call to Public - none**
- XI. Adjournment @ 10:59:58 by Joe Gibson.**

**Next Functional Group Meeting: May 16, 2008  
@ 2495 South Industrial Boulevard ♦ Tempe, AZ**

**Next Board of Governors Meeting: April 16, 2008  
@ Southwest Ambulance ♦ 708 West Baseline Road ♦ Mesa, AZ**

**8<sup>th</sup> Annual EMS Odyssey Conference  
May 29 – 30, 2008  
Mesa Marriott Hotel**