

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

May 21, 2008

Meeting Minutes - DRAFT

Voting Members in Attendance: Sheila Bryant; Tom Cole; John Ford; Robert French, MD; Gabe Gabriel, RN; John Gallagher, MD; Garth Gemar, MD; Joe Gibson; Kepra Jack, RN; Mickey Kovach, RN; Terry Mason, RN; Sandy Nygaard; Nancy Parks, RN; and Faith Whipple

Guest Members in Attendance: Nancy Hicks Arsenault, RN; Mary Kopp, RN; Linda Scroggins; Lori Moxon, RN; Robin Anglin, RN; Terry Mullins; Ed Armijo; Jim Boise; Donnell Cartwright; Russ Bovee; Alyson Welch; Robert Londeree, MD; and Vicki Conditt.

- I. **Call to Order @10:15 by Joe Gibson- Chair**
- II. **Introductions: New participants and guests were introduced**
- III. **Approval of Previous Planning & Outreach Minutes – *unanimous approval.***
- IV. **Chair's Report - Joe Gibson**
 - A. **Strategic Plan- Feedback received and plan is in process of being finalized.**
 - B. **Secretary position is vacant and nominations were accepted. Mickey Kovach, RN volunteered to serve as Secretary of the Planning and Outreach Functional Group. A motion was made and seconded to accept Mickey Kovach's nomination as Secretary. Motion was unanimously approved..**
- V. **EMS Odyssey**
 - A. **2008 Conference Planning – *Joe Gibson and Peggy Baker provided and update on the conference, which is on track. Joe extended kudos to Terry Mullins with the Arizona Department of Health Services for their high profiling of the EMS Odyssey Conference on their website.***
- VI. **EMS Week**
 - A. **Regional / State Activities – Ed Armijo provided update. Governor officially issued a proclamation which is published on the Arizona Department of Health's website. Special kudos to Sandy Nygaard for her work with the East Valley Tribune for securing a inkind large print ad expressing appreciation to representatives of all agencies and hospitals within the Central Arizona Region in honor of EMS Week.**
 - 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!**
- VII. **Outreach Task Force – Sandy Nygaard and John Ford provided a report. The first meeting of this committee was held. Peggy is in the process of updating address and email databases. Everyone is requested to update their information by completing a contact information sheet and return it to Peggy.**
- VIII. **Mass Casualty Management**
 - A. **State Report – Joe Gibson provided an update.**

State met on April 25 and had a full agenda. There was an emphasis placed on working with the systems. The grant process was updated. Updates were provided on radio communication – although no news on satellite which is broken in space. Update provided on exercise schedules. Issues involved with alternative care sites and planning and alternative destinations for disaster were discussed. The planning has begun for Coyote Crisis 09 which will involve a major ballistics event. The next meeting is July 25.
 - B. **Counties Report – Joe Gibson provided an update.**

The meeting was held in April. The name has been changed to Maricopa County Healthcare and Hospital Disaster Program. The AEMS conference was promoted. A mass vaccination exercise is planned for the end of August. Bed polling of hospitals was discussed.

- C. Other Reports- Emergency Management and Public Health Influenza and Pandemic Advisory Committee held their first meeting on March 27 to discuss goals of committee and the coordination of those involved with pandemic activities.**
- IX. Old Business – none**
- X. New Business - Joe Gibson is new representative to EMS Council serving as the representative of the Central Region. There is a Measles outbreak in Pima County – 20 cases have been reported.**
- XI. Call to Public - none**
- XII. Adjournment@ 10:59 am by Joe Gibson.**

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

**Next Board of Governors Meeting: June 18, 2008
@ Southwest Ambulance ♦ 708 West Baseline Road ♦ Mesa, AZ**

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