

ICEMSPP Executive Committee MINUTES

Date	January 17, 2020
Time	3:00 PM (EDT)
Location	Via web/phone
Participants	Present: Andy Gienapp, Joe Schmider, Jeanne Marie – Bakehouse, Stephen Wilson Absent: Justin Romanello Guests: Suzanne Graham, Dan Manz, Donnie Woodyard, Ray Mollers, Tad Rhodes, Anne Weideman

Topic	Summary/Decisions	Assignments / Next Steps	Time Frame
Call to order/roll call	Present as listed.		
Review of agenda	Agenda ok		
Review and approve minutes	Motion to approve JM, 2 nd SW, motion carried		
Treasurer Report	Current balance: \$3,796.57; only payment in 2020 is to Dan Manz; NREMT/DW transfer of funds from the NREMT to the Commission is expected in the immediate future.		
Report on scenario base Q&A	Dan Manz – working group has not been able to convene, but believes work is pretty close to complete; will need future discussion for implementation/distribution.		
Draft Operational Plan	OBJ: operational by June 2020; JS anticipating the need for a meeting of the entire commission in near future; Opened the floor for discussion; highlights provided, but not all discussion points recorded here. Donnie Woodyard: commission needs to consider the following: 1) Work beginning with Virginia as a “beta test” state for the database 2) Work will be required on the operational side, not sure what will be required; need states coming on board...do they meet all requirements of the commission? 3) Communications? How do we communicate that all pieces are in place, what does the Compact mean? What does total implementation look like?	1) Beta test Virginia 2) Validate states meet all criteria 3) Develop Communications plan 4) Demonstrate functionality of the database 5) Prioritize states: Triage factors: Other criteria met? Border state? Common vendor? Common levels? Common scope of practice? 6) Technical discussion preparation call hosted by NREMT	

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	Andy Gienapp- next phases of beta test? Tad Rhodes – Virginia is developing on-boarding process with NREMT, anticipates Virginia on-board in next couple of months; Once Virginia on board, NREMT will use lessons learned to develop next few states, may be beneficial to reach out to other states discussing what plans are needed Schmider – Agreed with the concept of two border sharing states being early in connecting to the database; D. Woodyard – suggests screenshare to start demonstrating functionality; Woodyard provided general description of how the database functions; has concerns about both states and vendors JS – can we get a webinar or two? Tad Rhodes: very technical discussion needs to take place with every state; will help prep JS – is one on one needed between NREMT and each state? Tad – can do either group or one-on-one; actual onboarding needs one on one? DW – Integration is a computer coded integration; vendor needs to do the secure coding work; other state specific work will have to occur DM – shares concern with DW about vendor readiness; get vendors on the phone? We need them to understand the priority and emphasis here. Suggest we add agenda item for vendor readiness emphasis	7) Potential article to bolster support, communicate progress, Dan Manz to draft. Andy will draft the above steps into an operational plan for consideration and send to JS, DW, DM for review. Then pass to entire EC.	
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	DW – Vendors Imagetrend approx. 9 member states; ESO in 3-4 others, Virginia is independent JS – potentially have a complete Commission meeting after Virginia is connected		
Other business	AG – Indiana bill is moving DM – Washington state is moving; NH experiencing pressure from IAFF for repeal; No other business.		
Public comment	none		
Future EC meetings	Next conference call is February 7, 2020 at 15:00 PM (EDT)		
Adjourn	JM move to adjourn/AG 2ndChairman adjourned at 16:00 (EDT)		