

National Association of State EMS Officials
2013 Annual Meeting
Data Managers Council Annual Meeting
Gaylord Opryland Hotel & Convention Center
Nashville, Tennessee
September 16 – 17, 2013

Chair: Joe Moreland, Kansas

Chair-Elect: Paul Sharpe, Virginia

Secretary: Ryan Tyler, Arkansas

Immediate Past Chair: Vacant

Call to order by Gary Shirley on November 19, 2013 at 1332 hours (CST)

Roll Call, Ryan Tyler

Attendees:

Angie Rios - Georgia	Kayode Olupinyo - Texas
Chip Cooper – New Hampshire	Kevin Putman - Michigan
Christopher Handley - Navy	Lindsey Narloch - North Dakota
Clay Mann - NEMSIS	Martin Lansdale - Oklahoma
Daniel Lee - Illinois	Melissa Belgau - Washington
Doug Fuller - Nebraska	Michael Tayler - New York
Gary Shirley - Tennessee	Nick Nudell - NEMSAC
Jay Ostby - Wyoming	Paul Sharpe - Virginia
Jean Speck - Connecticut	Rachael Alter - NASEMSO
Jenna Protzko - Vermont	Rogelio Martinez - Arizona
Joe Moreland - Kansas	Ryan Tyler - Arkansas
Josh Legler - Associate Member	Stuart Castle - New Mexico
Juan Esparza - Florida	Sue Morris - Ohio
Karen Jacobson - NEMSIS	William Thompson - Maryland

Approve Agenda

Action: Joe Moreland moved, seconded by Jean Speck to approve the agenda as printed and shown. The vote was unanimous and the agenda was approved.

Secretary's Report

Ryan Tyler presented the August 20, 2013 Council Minutes.

Action: Paul Sharpe moved, seconded by Jean Speck to approve the minutes as amended. The vote was unanimous and the minutes were approved.

Ryan Tyler presented the October 15, 2013 Council Minutes.

Action: Joe Moreland moved, seconded by Chip Cooper to approve the minutes as amended. The vote was unanimous and the minutes were approved.

Action Items

Action: None

DISCUSSION ITEMS

NEW BUSINESS

- **DMC Officer Update** – Rachael Alter indicated that Joe Moreland has stepped down as Chair Man of the Data Managers Council. Paul Sharpe, Chair-Elect, has agreed to move into the position of Chair prior to his official start date at the Annual meeting in October 2014. Expect an email from Rachael for nominations for the Chair-Elect position within the Data Managers Council and a process for electing the Chair-Elect position in January of next year.

Action: A motion that the Data Managers Council recommend to the President of The National Association of State EMS Officials (NASEMSO) that a letter be drafted and sent to Joe Moreland for his dedicative services as Data Managers Council Chair. **Stewart Castle** moved, seconded by **Sue Morris** to send a recommendation to the President of NASEMSO. The vote was unanimous and with **Joe Moreland** abstention from the vote.

- **NIST Cybersecurity Framework** – Nick Nudell presentation on the NIST Cybersecurity Framework. Summary: Recognizing that the national and economic security of the United States depends on the reliable functioning of critical infrastructure, the President under the Executive Order “[Improving Critical Infrastructure Cybersecurity](#)” has directed NIST to work with stakeholders to develop a voluntary framework for reducing cyber risks to critical infrastructure. The Framework will consist of standards, guidelines, and best practices to promote the protection of critical infrastructure. The prioritized, flexible, repeatable, and cost-effective approach of the framework will help owners and operators of critical infrastructure to manage cybersecurity - related risk while protecting business confidentiality, individual privacy and civil liberties. This summary was taken from the following website: <http://www.nist.gov/itl/cyberframework.cfm>.

OLD BUSINESS

- **V3 Validity Rules** - Lindsey Narloch presentation on the NEMSIS Version 3 Validity rules. A group came together to work on validation rules that would go above and beyond the National schematron. The group is dedicated to the topic and has a different view on how to implement the schematron rules and the standard appropriately so it meets the standard of NEMSIS, while not unnecessarily burdening the Emergency Medical Service Provider while still collecting meaningful information.
- **Data Managers Strategic Plan** – Rachael Alter gave a presentation on the DMC Strategic Plan. Below are the talking points of the Strategic Plan.
 - **Benchmark Activities** - is linked back to the Activity of each Strategic Priority. The group can make recommended modifications to the Activity within the Strategic Plan. The Strategic Plan will allow for the flexibility to meet the goals of the Data Managers Council by updating Activities that are held over from previous year Strategic Plans. Majority of the Strategic Priorities will need to keep the wording intact due to the current National Highway Traffic Safety Administration (NHTSA) contract with NASEMSO.
 - **Strategic Priority 1** - Implement mentoring and outreach opportunities among council members. Recommend deleting Activity 1.5 due to this item held over from previous work plans. Modifications or deletion of Activities that meet the needs of the mentoring group due to Activities from previous work plans. The only exception to deletion or modification will be Activity 1.8.
 - **Strategic Priority 2** - Provide expertise of Data Manager Council members by participation in other NASEMSO Councils, Committees and Projects. Lindsey has been involved on the Statewide Implementation of an Evidence Based Project. By keeping stakeholders and other councils informed of the importance of evidence based data collection from field providers.
 - **Strategic Priority 3 and Strategic Priority 4** – While Strategic Priority 3 deals with strengthening and fostering the channels of communication with software vendors through development of communications tools which address data quality and software issues. **Strategic Priority 4** incorporates Strategic Priority 3 into the Data Managers Annual meeting. Would recommend deleting Strategic Priority 4 and adding an Activity to Strategic Plan 3. The Activity would Invite Vendors as none comital to annual meeting.
 - **Strategic Priority 5** - Promote standardization of state and national EMS data systems by partnering with NEMSIS TAC to monitor and review the process in moving NEMSIS Version 3.x (V3) and HL7 process forward. Would recommend adding Benchmark Activities to highlight the efforts made by the Data Manager

- Council surrounding the NEMESIS Version 3 and the current work being done to standardize the National Schematron rules for NEMESIS Version 3.
- **Strategic Priorities 6** – This Priority is written into the current NHTSA contract with NASEMSO for Data Managers Council to update The Extended Definition Document, NEMESIS/NHTSA V2.2.1, and Data Dictionary to the new NEMESIS/NHTSA V3.3.X Data Dictionary and schematron for clinical rules. Schematron friendly language and extended data definition dictionary will be placed as an Activity in Strategic Priority 5.
 - **Strategic Priorities 7** – This Priority was written into the NHTSA Co-operative agreement in the current contract. Assist state EMS offices, on an as-requested basis, in collaborating with state Traffic Records Coordinating Councils (TRCC) to increase development of EMS data systems and data linkage. Submit status report to NHTSA on state data linkages established by end of initial reporting year.
 - **Strategic Priorities 8** – Was merged with Strategic Priority 7.
 - **Strategic Priorities 9** – Draft a guidance document, in coordination with the NEMESIS TAC, which provides state Data Managers with a resource for NEMESIS V3 data quality. This was provided in past work plans. An umbrella statement to increase data quality over the previous years. No one knew the process of ensuring data quality from the field providers.
 - **Strategic Priorities 10** - Develop and implement a method of assessing states' status of implementation of NEMESIS V3. Would recommend NEMESIS TAC sending out a survey every six months to se
 - **Strategic Priorities 11** - In coordination with NEMESIS TAC, develop a strategy to increase health care provider awareness of NEMESIS and its value, to include distribution of information on NEMESIS driven data quality tools, as they become available through the NEMESIS TAC, or other sources. This will be a hard task due to the creation of Activities associated with this Priority. Strategy will encompass the whole data set from the Demographic elements through the Event elements that has value to each subset of individuals within the Emergency Medical Service System. The subset of individuals would include all Emergency Medical Service Providers, Trauma Managers, Trauma Regions, and Medical Record Managers in the Medical Record Department, Emergency Room Physicians, Emergency Rooms Staff, EMS Agencies, and other stakeholders.
 - **Parked Priorities will be left on the Strategic Plan.**
 - **Bumped eleven (11) priorities down to nine (9) priorities. Rachael will contact each group to update the plan with Benchmark Activities or updating each Activity under a specific Strategic Plan.**

ADJOURNMENT

There being no further business, the call concluded at 3:45 pm Central Standard Time at the motion and second of Paul Sharpe and Joe Moreland, respectively.

Meeting Record respectfully submitted by Secretary Ryan Tyler