

COMMUNICATION COMMITTEE MINUTES

Committee Minutes	Communication Committee Meeting
Date	24 February 2021
Time	1000 CDT
Location	WebEx Only due to COVID-19 restriction on in-person meetings
Participants	Present: Mike McKeever, Allen Lovett, John Dabbs, Richard Holbert, James Caudill, Brian Hupp, Howard Thompson Absent: Lynn, Mooney, Brandon Smith,

Overall Lead	Topic	Summary / Decision	Assignments / Next Steps	Responsible Person	Time Frame
Mike McKeever	Roll Call	Roll Call was completed, a quorum was present;	n/a	n/a	n/a
Mike McKeever	Approval of Minutes	<p>Due to technical difficulties with getting the audio files from the state system, we have been unable to have them transcribed. Tory is going to have these burned to disc and mailed to Mike McKeever for transcription at Erlanger.</p> <p>Discussion from EMS Office about having a Committee Member provide the minutes rather than someone internal to TDH EMS Office providing the transcription and documented minutes.</p> <p>To date, the activity of the committee has been data collection, discovery of information and discussion but no voting recommendations.</p>	<ol style="list-style-type: none"> 1. Disc from TDH EMS Office 2. Transcribe Disc to minutes 	<ol style="list-style-type: none"> 1. Tory Ferguson 2. Mike McKeever 	Target by prior to next meeting if possible for review;

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<p>Mike McKeever</p>	<p>RMCC Meeting Update</p>	<p>No RMCC Meeting since last Communications Committee Meeting</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>
<p>Mike McKeever</p>	<p>EMS Unit Radio Inspection / Validation</p>	<p>Discussion in prior meeting about how to validate current and any future requirements of EMS services for Radio Communications Capabilities.</p> <p>John Dabbs provided a draft form to review, similar to the Emergency Vehicle Inspection Form. This provides a tool for EMS inspections by the EMS Consultant during an annual audit or inspection.</p> <p>Discussion on the form; Mike will distribute to the committee for review, thought and input.</p>	<p>Distribute the Draft Form to Committee Members for input</p>	<p>Mike McKeever</p>	<p>Today</p>
<p>Brandon Ward</p>	<p>Radio System Analyst</p>	<p>Brandon Ward reported the Radio System Analyst status and still awaiting applications and interview schedules.</p> <p>Allen Lovett will help to publicize the opening for potential candidates.</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>
<p>Mike McKeever</p>	<p>After Action Reviews</p>	<p>Discussion and Presentation from MCI and Mutual Aid Incidents for After Action Report items replaced to Communications; Many of these examples are from Southeast Region but not limited to those.</p> <p>Mutual Aid Communications – Difficulty when not an “overlapping” county where Communications had not been previously established or enhanced.</p> <p>Background patches occasionally work ok for fill-in provided the incident was not “run” on patches.</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>

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		<p>Radio Cache available for EMS for large-scaled planned events vs. use during an emergency response to an active incident.</p> <p>Planned Events – Mutual Aid and Contracted EMS These have been achieved through a mix of Patches, cache radios and comprehensive communications plans that take into consideration of disparate systems.</p> <p>National Responses / Strike Teams Need an ICS-217a Radio Inventory for common naming and what is available. Services don't know what is in their radios even when they were well equipped.</p> <p>The document created by John Dabbs provides the baseline of this information for each ambulance (one ambulance – one form)</p> <p>Discussion on these documents and processes.</p>			
Mike McKeever	TACN Proposal Update	<p>Proposal to TN Legislature – changes were not implemented at year end. Items in the proposal include:</p> <ul style="list-style-type: none"> • Installed or Portable in every Emergency Department (Hospital Choice) • Installed multiband / multi-head radio in every ambulance • Console/radio equipment for each RMCC (based on the configuration of the RMCC) • Infrastructure and Capacity improvements <p>Confirmed that these items are still on the table and that funding is still available and being supported by various divisions of the state.</p>	Written support to Director Ward by Mike McKeever on behalf of the Communications Committee in support of the TACN Proposal to benefit EMS.	Mike McKeever	Today

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		<p>The question from TACN was whether EMS would support this expansion proposal. Since the committee cannot “recommend” something not currently funded however we were asked if we would support the proposal, regardless of additional recommendations by our committee to the EMS Board.</p> <p>Mike McKeever asked the Committee Members if they support this proposal.</p> <p>Discussion among the committee members regarding the proposal.</p> <p>Mike McKeever requests from the Committee to submit a written recommendation that the Committee supports the proposal from TACN to Director Ward. All Agreed</p>			
Mike McKeever	Next Meeting	Proposed 04/14 for next meeting; WebEx plan due to continue until further notice.	Meeting on 04/14 will be scheduled;	Tory Ferguson	This week
Mike McKeever	Adjournment	Meeting Adjourned at 1109			