

20250506 Data Committee Meeting Minutes (Approved)

Tuesday, May 6, 2025 2:00 PM

Location: Microsoft Teams Meeting

Link to Outlook Item: [click here](#)

Invitation Message

Participants

Agenda

1. Call To Order at: 1404
2. Reading of the Maine EMS mission statement:
The mission of Maine EMS is to promote and provide for a comprehensive and effective Emergency Medical Services system to ensure optimum patient care with standards for all clinicians. All members of this committee should strive to promote the core values of excellence, support, collaboration, and integrity. In serving on this committee, we commit to serve the respective clinicians, communities, and residents of the jurisdictions that we represent.

3. Attendance (8 voting members, 5 required for quorum)

Darren Davis - Maine EMS Staff, Meeting Host

Jason Oko - Maine EMS Staff, Data Coordinator

<input checked="" type="checkbox"/> Christopher Ryba	ALS Representative
<input type="checkbox"/> Fred Porter	BLS Representative
<input checked="" type="checkbox"/> Rachel Bicknell	EMD Representative
<input type="checkbox"/> Robert Sharkey	Emergency Service Representative
<input checked="" type="checkbox"/> Sean Bilodeau, DO	Hospital Representative
<input checked="" type="checkbox"/> Kelly Meehan-Cousee, MD	MDPB Representative Joined at 1406
<input checked="" type="checkbox"/> Chuck McMahan	MIH Service Representative
<input checked="" type="checkbox"/> Brian Walker	Transfer Service Representative

a. Guests

a.

4. Approval of prior meeting minutes:

a. 3-12-2025

a. Motion to approve Christoher Ryba

b. Seconded by Chuck McMahan

- ☒ Christopher Ryba
- ☐ Fred Porter
- ☒ Rachel Bicknell
- ☐ Robert Sharkey
- ☒ Sean Bilodeau, DO
- ☐ Kelly Meehan-Cousee, MD (abstain)
- ☒ Chuck McMahan
- ☒ Brian Walker

5. Public Comment
 - a. none
6. Modifications to Agenda
 - a. Staff updates
7. Old Business
 - a. MEFIRS Guide
 - a. Need a smaller, more clinician-friendly concept (No Progress)
 - b. 2024 Data Report (Draft)
8. New Business
 - a. Issues:
 - a. Data Incident
 - b. MEFIRS
 - a. AI Integration
 - ☐ i. Darren to add data committee login in to demo agency
 - b. New Mileage Feature
 - c. Facilities
 - d. Measles fields
 - i. Impression
 - 1) Sean and Kelly feel it best not to have a measles impression
 - ii. Recent travel
 - 1) Could be helpful.
 - iii. Immunizations
 - 1) This may result in a lot of inaccurate information
 - c. Jason Oko transitioning from data coordinator to regional manager
 - d. Darren Davis moving from Substance Use grant-funded data analyst to data coordinator
9. Next Meeting: Darren to do a poll
10. Adjourn at 14:59
 - Motion by Christopher Ryba
 - Seconded Brian Walker

Parking Lot:

- A. Data Reporting
 - How do we structure the data for
 - Quality
 - Operations
 - Can this committee validate the output from the system
 - Crafting reports with the QI committee will be very important
- B. Incident Status and workflow, develop guidance and work to reduce list (Darren to send info for future meeting)
- C. Have MDPD create a general protocol
 - UPDATE 7/15 Being worked on by the MDPB
- D. Adding report writing to the CQI guidebook
- E. Definition of a patient

Stated Goals

Improve on reporting apathy/Attitude

Improve education on data

Improve accountability for data

Improve on value to clinicians for accuracy and thoroughness

Improve on value to agencies for accuracy and thoroughness