Chair Hansen called the meeting to order at 4:04 p.m.

1. **Introduction of Members and Guests**
2. **Approval of September 9, 2015 Meeting Minutes**
   - Member Tobias motioned to approve minutes, seconded by Member Speakman; all in favor; none opposed; motion passed.
3. **Comments from the Public**
   - Recognitions for 3 recent Saves in Contra Costa County - Lisa Vajgrt-Smith, CC EMS Emergency Preparedness Techn. Specialist
     1) October 25, 2015: Recognized were officers Hodges and Matsui from Richmond PD who upon arrival immediately activated the EMS system and performed Cardiopulmonary Resuscitation (CPR) until American Medical Response (AMR) arrived.
     2) October 26, 2015: Recognized were bystander Randy Mass from Les Schwab Tire in Brentwood who performed CPR on survivor Rob Kinslow until AMR arrived; AMR crew Steven Curry and Iris Nahm; Brentwood Fire Engine 52’s Sam Somerhaulter, Ross Mcumber, Jeremy Copple (not present).
     3) November 1, 2015: Cardiac arrest at Club Sports San Ramon, where staff performed CPR and utilized the AED until San Ramon Valley Fire arrived. Recognized were Jamie Staton and Eric Hendrickson of Club Sports; firefighters Casey Rivers and Tom Gendron; engineers Wes Fredrickson and Grant Sparkes; Capt. Chris Parsons.
4. **Chair’s Report - Kacey Hansen, EMCC Chair**
   - Brown Act Member Compliance Update: Chair Hansen reminds members to please get their compliance training done.
   - Joseph Barger, MD, Recognition: Chair Hansen and Member Frost present an award to Dr. Barger upon his retirement after 20 years of service as medical director to the county’s EMS system.
5. **Members’ Reports**
   - Action Item: Approve/Recommend Revised EMCC Bylaws for Board of Supervisors Adoption - Kacey Hansen, Chair
     - Member Speakman motioned to approve the new EMCC bylaws, seconded by Member Tobias. All in favor; none opposed. Motion passed. Member Frost mentioned that the new bylaws will not be officially enacted until approved by the Board of
6. **EMCC Annual Report Action: Review/Approve for Submission to the Board of Supervisors - Leticia Andreas, EMCC Staff**  
The EMCC Annual Report 2015 draft was motioned to be approved. There was no discussion. Please email any additional comments, updates or changes to EMCC staff by the end of December 2015. If no changes, item will be considered approved, and placed on the Board of Supervisors Agenda in January 2016.

7. **Contra Costa County Child Death Report 2008-2012 - Jim Carpenter MD, MPH, Contra Costa Regional Medical Center**  
Guest Carpenter handed out the executive summary and press report. Dr. Carpenter has served as chair of the Child Death Review Team since 1988. The team’s focuses on the reasons children are dying and how to prevent their deaths. As many as 32 children die from Sudden Infant Death Syndrome (SIDS). 1/3 of the cases are reviewed by the team, the others are natural causes. The majority of deaths occur in the first year of life; infants under 18 months and teenagers 15-17 years of age have the most deaths. Of these, African-American children have the highest death rate, followed by Latino-Americans. EMS is a part of the Child Death Review Team, and participation helps with prevention and reporting. The team should be producing an annual report, yet does not have the financial means; a prior report from 1997-2001 showed virtually the same findings and recommendations. This report was facilitated with support from Public Health. Member Frost mentioned that one of EMS’ missions is to focus on prevention of unnecessary deaths, with some of our stakeholders having programs such as the new safe sleep campaign. Support through the health plans was another suggestion.

8. **LEMSA Clinical and Program Committee Updates - Jesse Allured, EMS Program Coordinator**  
- Contra Costa EMS is in the process of overhauling their administrative policies, releasing them end of the week/early next week. They will be effective April 1, 2016.  
- EMS staff is working on improving systems of care meetings.  
- John Muir invited EMS to participate in the international stroke conference.  
- In 2015 from January 1-November 30, 372 Never Events and 154 EMS events occurred in Contra Costa County. Never Events are patient transfer of care times from EMS to ED of less than 60 minutes. EMS events are received from patients and providers by phone, fax, or website link. The EMS Agency works with providers to support appropriate follow-up.

9. **Sutter Delta Patient Transfer of Care Delays and EMS System Impacts**  
**Action: Discussion of Recommendation(s) for next steps - Pat Frost, Contra Costa EMS Director**  
- Never Events (transfer of care times > 60 minutes) and transfer of care time by hospital: EMS System performance expectation for all hospitals is a patient transfer time of > 20 minutes, 90% of the time. Hospitals not compliant with expectations include Sutter Delta, Contra Costa Regional Medical Center (CCRMC) Psych Emergency. Extensive outreach has been undertaken with Sutter Delta regarding their high Never Events rates, with response received from CEO Dori Stevens. EMS will be meeting with Sutter to explore additional solutions.  
- East County is a priority area for improvement as it has fewer fire stations, creating an increased first response role for ambulances.  
- The patient transfer of care public report will be updated in January. It was pointed out by several members that: 1) patient flow is very difficult to manage, and affected by community resources; 2) it is not an emergency department (ED) but a hospital issue; 3) the problem lies with patients who cannot be moved out of the ED; 4) the bottle neck is inpatient hospital discharge. Suggested was for the ambulance providers to invoice the hospital for the wait time if it exceeds an hour; however, this was met with rebuttal from some members stating that any financial disincentive towards the hospitals would not be supported.

10. **EMS Director's Report - Pat Frost, EMS Director**  
- The Alliance contract was approved on November 17, and will be the new ambulance provider effective January 1, 2016.  
- The ambulance ordinance is still at county counsel.  
- The LAFCO (Local Agency Formation Commission) municipal service review is in progress, and will update their information regarding EMS and fire service.  
- West County has much improved. Kaiser Richmond is doing an extraordinary job, and EMS continues to work with Alameda, Marin and Solano counties regarding out of county transports associated with the closure of Doctor’s Medical Center.

11. **EMS Medical Director's Report - Dr. David Goldstein, EMS Medical Director**  
Looking forward to his role. Contact him directly with any issues. Dr. Barger will still be active in the background.

12. **Proposed agenda items for March 9, 2016 meeting: Sutter Delta patient transfer of care times, Laura’s Law update, 5150 Summit Proposal, CCHP Health Plan efforts post DMC closure**

13. **Adjournment at 5:38pm**