



Portland State Office Building  
800 NE Oregon Street  
Portland, OR 97232

**PRAC (POLST Rules Advisory Committee)**  
*Monday, January 12, 2015*  
*8:30 a.m. – 12:00 p.m.*

Meeting Minutes

Chair	Margaret Allee, RN, MS, JD
Members present	Jenny Cook B.A, GCPH, Patty Brost,
Members not present	Chris Heppell
Guests present	N/A
PHD staff present	Candace Hamilton EMT-P, and Stella Rausch-Scott, EMT. BSPH
Members on the phone	Paul Rostykus M.D.,
Guests on the phone	Dana Zive

<b>Agenda Item</b>	<i>Call to Order – Margaret Riggs Allee</i>
The meeting was called to order and members and guests were introduced.	

<b>Agenda Item</b>	<i>Approve minutes – Everyone</i>
No changes to the minutes were made.	

<b>Agenda Item</b>	<i>Overview and Agenda – Margaret Riggs Allee</i>
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The committee reviewed the agenda for the meeting.

Agenda Item	<i>Committee Membership – Margaret Riggs Allee and Stella Scott</i>
<p>Membership Status:</p> <ul style="list-style-type: none"> <li>• Laura Matthews – Chair: Stepped down from position and has not responded to any recent communications about returning to the group. Stella has noted that she is no longer interested.</li> <li>• Jenny Cook – Health Professional: Term ends on January 1, 2015. Plans to renew.</li> <li>• David Hall – Hospice: Terms ends on January 1, 2015. Plans to renew.</li> <li>• Amy Vandenbroucke – Long Term Care: Term ended and will not be returning.</li> <li>• Margaret Allee – Public: Selected to replace Laura Matthew’s position as Chair. This is the first official meeting in which Margarett is the Chair.</li> <li>• Paul Rostykus – Supervising MD for EMS: New to the committee group and confirmed appointment. Stella has received the appointment letters. Paul’s term ends 2019.</li> <li>• Chris Heppell – Emergency Medical Service: New to the committee group and confirmed. Stella has received the appointment letters. Chris’s term ends 2019</li> <li>• Patty Brost – Has been reappointed to the committee. Stella also has Patty’s letter of appointment, and her term also ends 2019.</li> <li>• Vacant Position(s): Long Term Care, Public, and Hospital</li> </ul> <p>Vacant Positions and Recruitment: Discussion about recruitment and the desire to have representation from the Eastern/Central or coastal regions of Oregon. Members agreed they would like a more diverse group, as the current board members are comprised of mostly locals. Jenny, Margaret, and Paul all volunteered to help in this area by contacting individuals they know from outside organizations who have heavy contact with providers. They will ask the representatives from each organization to do the reach out. The group acknowledged this may be difficult to find members from the regions, due to the distance, but they will attempt.</p> <p>Paul has agreed to contact the EMS Medical Directors, primarily around St. Charles Medical Center. This would also help with the group’s idea to recruit from the Eastern/Central OR region. Paul would like a description written about the recruitment and he will send this off.</p>	

Margaret will be contacting Gregg and/or Tina, who work with providers that represent a large all city palliative care group. The only thing that may present as an issue is that these providers are mainly locals. This may be an alternative to think about.

Jenny will be contacting Doug Kelly and ask if anyone from Long Term/Hospital rep from Eastern Oregon. She will also be sending a note to Greg Vanbelz to ask hospitals info.

**Action Items:**

For each member that has expired and would like to continue to serve on this board, Stella will need a letter of interest from each person and an updated CE and resume. Please contact Stella and send via email.

Agenda Item	<i>OHA Update – State EMS and Trauma Systems Office Staff</i>
	<p>Candace provided a quick update about the State EMS Office’s most current changes and news.</p> <ul style="list-style-type: none"> <li>• Dana Selover now has a new boss, Steven Wagner, who is now filling in the permanent role of Center Administrator. He has replaced Dave Leland, who was acting as interim until a replacement was found. Steve is from Ohio, and has extensive experience and knowledge in public health. Steve has worked in several different divisions of the public health system in Ohio.</li> <li>• Legislative Update –             <ol style="list-style-type: none"> <li>1. Violence against healthcare workers</li> <li>2. Adrenal Insufficiency – Not well supported</li> <li>3. Hands Only CPR – Requiring this to be a part of the educational curriculum taught in high schools. This has received some support and some states have already been practicing this.</li> <li>4. OTR Statute Amendment – Effects Trauma One. The State would like the ability for different vendors to use the database and info for quality improvement processes, but will need an amendment to the current rules since only STAB is allowed to use it.</li> </ol> </li> <li>• Committee Meetings – Update from January 10, 2015 meetings             <ol style="list-style-type: none"> <li>1. EMS State Advisory Board – They focused heavily on the bylaws and worked through most of them.</li> </ol> </li> </ul>

- 2. STAB – The committee spoke greatly about Hospital Hub, data collection, and info sharing between EMS and hospitals. In general, their main concern was improving patient care.
- State EMS and Trauma Systems Office Update
  - 1. Trauma Program Unit – Phyllis Lebo, our State Trauma Program Unit Coordinator, is currently finishing up 2014 survey reports. We have a team developed to work on helping with this process. They are also working on creating a 2015 survey schedule for this year’s hospital designations.
  - 2. EMS – Renewal season will be coming up shortly and the office will be responsible for coordinating license materials and packets for over 10,000 licensees in Oregon. The EMS office will also be getting new system that will be implemented sometime in mid to late summer of this year.
  - 3. EMSC – The EMS Children’s group has partnered with Panda Telehealth from OHSU. They are working together and helping with lots of simulation activities.
  - 4. MTU (Mobile Training Unit Coordinators) – Rebecca and Leslie are focusing on reaching out with training. They have also conducted more webinars and continuing to expand their impact.

<b>Agenda Item</b>	<i>EPOLST Update – Jenny Cook</i>
<p>The testing process has started with the evaluation project. There is currently a testable product, but 2 months ago, this was living in an unfamiliar EPIC environment. It’s taken longer than expected, and there are some technical glitches, but are ironing themselves out right now.</p> <p>Contract with OHSU and Big Guy is not signed yet but is expecting this will be done soon.</p>	

<b>Agenda Item</b>	<i>Registry Update – Jenny Cook</i>
<p>December report – Has been sent to Jenny but has not been released yet. Expects that this will be posted sometime next week.</p> <p>November report – 234,967 forms received to registry from Inception. Of those forms received, 113,000 are active, which are a little higher than would like. The typical expectation is that 50,000 to 100,000 people with POLST forms are alive at any given time in the state of Oregon. However, the group is waiting for Center of Health Statistics to perform a mass archive, which will change the numbers.</p>	

There were 119 hotline calls which is average for the time of year.

The contract amendment for the new ePOLST system has been approved. This took place at the end of November. The contracting group is working on auto importing ePOLST forms to the new system that the POLST system has designed.

<b>Agenda Item</b>	<i>Research and Evaluation – Dana Zive</i>
	<p>Here is an evaluation project proposal from Janelle Taylor, who is the Director of Anthropology from University of Washington. Janelle is a qualitative researcher who is interested in looking at the surrogate burden with end of life care. They will be using the POLST registry for this study, but will not need specific registrant information other than the summary data by the year.</p> <p>Because of the simplicity of this project, Dana expects that this will be an expedited request with obtaining and IRB, and as a data manager, this is a feasible study because it does not require a heavy work load.</p> <p>There were some concerns raised about this study because the original request from Janelle had asked to only look at the surrogate section of the POLST registry for information. The field <i>discussed with</i> could possibly contain relationship information as well because this area provides the individual an opportunity to explain the relationship.</p> <p>The group agree to move the proposal forward with an amendment and in the message area that the data captured will include information from both the <i>discussed with</i> and <i>surrogate section</i>.</p> <p>Other research updates:</p> <p>Jenny and Dana will be meeting at a later date to review the updates for other research projects. This information will be presented at the April 2015 meeting.</p> <p>John Hopkins-</p> <p>Pediatric patients with POLST forms have been reviewed and approved. The project is moving forward with data collection and acquisition.</p> <p>West Virginia Registry –</p> <p>The project has been reviewed, approved and the group is starting to analyze the data.</p> <p>Oregon Trauma Registry –</p> <p>Geriatric trauma patient’s project has been approved. The OTR will be pulling data from Trauma One and will be linking the data from OTR to the POLST registry. Although initial project has been approved an amendment will be brought back to PRAC for further review. The purpose of the amendment is to broaden the injury population.</p>

ISPI- A healthcare foundation grant will allow an evaluation of the ePOLST development at OHSU for. Some research is expected and has been approved by the IRB.  Dana offered to send the amended version of the research project but the committee did not find this necessary.	
<b>Action Item</b>	Dana Zive will contact Dr. Taylor about research and will include the Chair and Stella so that all parties are informed of the outcome.

<b>Agenda Item</b>	<i>Contract Language Amendment – Jenny Cook</i>
The OHA and POLST contract is being reviewed.	

<b>Agenda Item</b>	<i>POLST Task Force – Margaret Riggs Allee</i>
No issues were identified to be presented to the Task Force.	

<b>Agenda Item</b>	<i>Public Comment</i>
Terry Schmitt has stepped down as the Director of the POLST Registry. Dana Zive has accepted the open position.	

<b>Agenda Item</b>	<i>Meeting adjourned</i>

**Next meeting: Monday April 13, 2015 @PSOB 10 am to 12 pm**