

Nebraska Coalition for Patient Safety

Meeting Minutes

Friday, May 16, 2008

I. Call to order

Stephen Smith, MD called to order the regular teleconference meeting of the **Nebraska Coalition for Patient Safety (NCPS)** at **12:30pm** on **Friday, May 16, 2008**.

II. Roll call

S. Smith conducted a roll call. The following persons were present: E. DeSimone, M. Horn, K. Jones, R. McQuillan, C. Mlady, M. Seeland, P. Scholting, S. Smith, and D. Tew. Absent: D. Brown, D. Elting, C. Kampschnieder, E. Olson, and A. Svoboda

III. Approval of minutes from last meeting

Members of the BOD reviewed the minutes from the last meeting. The minutes were approved as read.

IV. Open issues

- a) **Reporting Committee Report.** (Steve Smith, MD/ Katherine Jones, PT, PhD)
 1. Reporting form. K. Jones and S. Smith drafted an Event Template for reporting events to be utilized by the members of the NCPS. This was reviewed by the board with recommendations for changes discussed.
 2. Hospital members' conference call. S. Smith, M. Seeland, and K. Jones held a conference call with the hospital members' of the NCPS.
 3. Annual Report. An annual report will be drafted by M. Seeland and K. Jones and forwarded to the members of the board for review. The report will contain information regarding the process of the NCPS to date, a discussion of why this is important, how the coalition came to be formed, and reports of the various committee works. At this point, since the reporting data we have obtained is from a pilot only, that information will not be shared.
 4. Response to proposed PRO regulations. A copy of the letter to the federal government from the coalition was provided. The deadline for public comment on the proposed patient safety organization was going to pass prior to this board meeting and it was felt that it was important to post our comments. The letter was circulated as an informational item only.
 5. Policies and procedures. Discussed was held regarding the security of reported data. Several suggestions and comments regarding the maintenance and destruction of data reported were presented. The

Reporting Committee will meet and revisions will be drafted and presented to the board at the next scheduled meeting.

- b) **Education Committee Report.** (Robert McQuillan, MD)
 - 1. MMIC offer to sponsor speaker. Sheila Caffrey, MMIC, has offered to underwrite the cost of bringing David Marx to Nebraska to discuss the *Just Culture* process (www.justculture.org). After discussion, the BOD would like to proceed with further exploration into this event.
 - 2. TeamSTEPPS. The Education Committee presented to the board a proposal to explore co-sponsoring a Patient Safety Conference in June 2009 in Omaha in conjunction with the TeamSTEPPS National Collaborative. The board is interesting and would like to proceed with further exploration.
 - 3. Root Cause Analysis (RCA). Discussion was held regarding the recent Program in Norfolk, NE. Due to the success of this program, the Education Committee suggested to the board that future projects similar in content be held.
- c) **Finance Committee Report.** (Ed DeSimone, RPh, PhD)
 - 1. Update on members. A review of current membership list was presented.
 - 2. Treasurer's report. Opening balance (2/29/08) \$94,618.33 Income \$73,685.00 and expenses \$845.55. Closing balance (4/30/08) \$164,457.78.
- d) **Communication Committee Report.** (Steve Smith, MD)
 - 1. Common bulletin board/communication. Discussion was held regarding the use of a Microsoft tool entitled Groove. This is a secure environment where we can post documents, articles, etc for review by the board. Information will be forwarded and further discussion will be held.

V. Adjournment

S. Smith adjourned the meeting at **1:30 pm**. A future meeting is planned for July 18, 2008.

Minutes submitted by: P. Scholting, PA-C, Secretary NCPS

Minutes approved by: