



**CEMSAB DATA COMMITTEE MEETING MINUTES 04/01/2024**

Attendance: Bailey, David; Bolton, Lauri; Coupe, Katherine; Dunn, Charles; Goodman, Leigh; Kuljancic, Adis; Little, Eliza; Storck, Robert; Tisdale, Andrew; Weber, Andrew; Zacchera, Mike; Zura, Ben;

**CALL TO ORDER – 11:01 AM**

**REVIEW AND APPROVAL OF PRIOR MINUTES**

Review and approval of the Minutes of March 5th, 2024 . . . A Motion was made by Ben Zura, seconded by Robert Storck, to approve the minutes as distributed. Motion carried unanimously.

**OEMS REPORT**

Presented by E Little & M Zacchera  
Brief Overview of 2022 and 2023 Annual Report & Performance Measures. 2023 Reporting date just passed so working on the final version for approval and distribution. Made some improvements to remove duplicate values etc. Looking at options for report review prior to distribution to catch discrepancies, however not currently available.  
General discussion regarding Data Dictionary which is almost complete. Hope to simplify fields for entry etc. Next steps will be sending communication on the data validation rules etc. to provide info for this.

**OLD BUSINESS**

High Performance EMS Agency Recognition subcommittee meeting 04/12/2024 at 2PM. Teams Meeting invitation sent. Email Leigh if you want to be added to the group distribution list for this meeting.

Reminder: Documentation Training Update  
Request to resume the documentation training subcommittee in anticipation of data dictionary release. Will collaborate offline to set up subcommittee meeting. Kindly email Leigh if you wish to participate, along with best days/times in late April so she can coordinate the meeting.

**NEW BUSINESS**

Discussion Annual Report – see OEMS report.

**ADJOURNMENT – 11:23 AM**

<b>RESPECTFULLY SUBMITTED BY</b>	Leigh Goodman
<b>DATE</b>	04/04/2024
<b>DATE REVISED</b>	N/A

**NEXT MEETING**

<b>DATE</b>	May 7 <sup>th</sup> , 2024
<b>TIME</b>	11:00 AM
<b>LOCATION</b>	<a href="#">Online Via Teams</a>