

Meeting Minutes

Emergency Medical Services Regulatory Board

Thursday March 17, 2016, 10:00 a.m.

Minneapolis, Minnesota

Attendance: J.B. Guiton, Board Chair; Rep. Jeff Backer; Lisa Brodsky (by phone); Aaron Burnett, M.D.; Lisa Consie (by phone); Patrick Coyne; Scott Hable (by phone); Megan Hartigan; Jeffrey Ho, M.D.; Michael Jordan; Paula Fink-Kocken, M.D.; Kevin Miller; John Pate, M.D.; Mark Schoenbaum; Jill Ryan Schultz; Matt Simpson; Tony Spector, Executive Director; Melody Nagy, Office Coordinator; Robert Norlen, Field Services Supervisor; Rose Olson, Licensing Administrator; Chris Popp, Compliance Supervisor; Mary Zappetillo, EMS Specialist; Greg Schaefer, Assistant Attorney General.

Absent: Steve DuChien; Mark Dunaski; Senator Kathy Sheran

1. Call to Order – 10:00 a.m.

Mr. Guiton called the meeting to order at 10:05 a.m. and asked for introductions from Board members and guests.

2. Public Comment – 10:05 a.m.

The public comment portion of the Board meeting is where the public may address the Board on subjects which are not part of the meeting agenda. Persons wishing to speak must complete the participation form provided at the meeting room door prior to the start of the meeting. Please limit remarks to 3 minutes. The Board will listen attentively to comments but, in most instances, will not respond at the meeting. Typically, replies to issues or concerns expressed will be made via letter or phone call within a week.

None.

3. Review and Approve Board Meeting Agenda – 10:10 a.m.

Motion: Mr. Coyne moved to approve the agenda for the March 17, 2016, Board meeting. Mr. Simpson seconded. A roll call vote was taken. Motion carried.

4. Closed Session – 10:15 a.m.

Closed per Minn. Stat. § 144E.28, subdivision 5 and Minn. Stat. § 13D.05, Subd. 2(b) (*Complaint Reviews*) and Minn. Stat. § 13D.05, Subd. 3(2) (*Personnel Matters*)

Mr. Guiton moved the meeting to a closed session. A disciplinary action was discussed and voted on by Board members.

5. Re-Open Meeting – 10:25 a.m.

Mr. Guiton reopened the meeting.

6. Consent Agenda

Approval of Board Meeting Minutes from February 18, 2016.

Motion: Dr. Ho moved to approve the minutes from the February 18, 2016 Board meeting. Dr. Pate seconded. A roll call vote was taken. Motion carried.

All items listed under the consent agenda are considered to be routine by the EMSRB and will be enacted by one motion and an affirmative vote by a majority of the members present. There will be no separate discussion of these items unless a Board member requests to remove an item from the consent agenda and then the item will be considered a separate subject of discussion.

7. Board Chair Report

Post-Transition Education Workgroup Report & Recommendations

Ms. Consie said that the Workgroup has a recommendation for item number five that was discussed at the last Board meeting. Ms. Zappetillo provided handouts of the recommendation, and the Board discussed it.

Motion:

All NCCR components at the BLS level are taught by Minnesota Approved Education Programs or educators as approved by the Board and or Medical Director.

All NCCR components for advanced providers (AEMT/Paramedic) must meet NCCR criteria and must be verified by a Medical Director of either a Minnesota approved Paramedic/AEMT education program or of an ambulance service which provides oversight to the AEMT or Paramedic, or as approved by the Board.

Motion: Ms. Ryan Schultz moved to accept the recommendation from the workgroup. Dr. Ho seconded.

Motion: Mr. Miller moved that this item be tabled until the next Board meeting. Mr. Jordan seconded. A roll call vote was taken. Motion carried. Mr. Schoenbaum abstained from the vote.

Mr. Guiton asked the Workgroup to provide revised motion language for Board consideration at its next Board meeting and consistent with discussions and suggestions that occurred today. Mr. Guiton also directed staff to include in all future Board packet any document that will be the subject of Board discussion. Doing so will provide Board members the time needed to consider the information prior to meeting.

Legislative Changes Suggested by the Post-Transition Education Workgroup

Ms. Zappetillo said these items were discussed by the Legislative Ad-Hoc Workgroup and the Post-Transition Education Workgroup. Mr. Miller suggested these changes be included in the 2017 agency legislative initiative.

Medical Direction Standing Advisory Committee Report

Dr. Burnett said that MDSAC made a motion to ask the Board to send a letter of support for HR 4365. He said this bill is well-supported. It corrects deficiencies in current law.

Motion: Dr. Burnett moved that the EMSRB draft a letter of support for H.R. 4365 as it addresses deficiencies in current federal law as it relates to EMS medical practice and that the legislative committee share this letter with federal legislators. Dr. Pate seconded. A roll call vote was taken. Motion carried.

Dr. Burnett discussed another motion made at the MDSAC meeting relating to medication administration.

Motion: Dr. Burnett moved to clarify the definition of premeasured medication to include a commercial premeasured auto-injector, unit dose vial, or volume limited syringe to allow a maximum dose of medication to treat the condition consistent with the service medical director guidelines. Dr. Ho seconded. A roll call vote was taken. Motion carried.

Mr. Schaefer said this is a clarification of pre-measured. No rule change is required. Mr. Spector said that the agency will need to provide this information to ambulance services.

Dr. Burnett said that MDSAC is considering a monitoring program for health information exchange. This will be discussed at the next MDSAC meeting.

Data Policy Standing Advisory Committee Report

Ms. Hartigan said the Data Policy Standing Advisory Committee met to discuss transition of from NEMESIS version 2.2 to version 3.0. The suggested transition timeframe for direct data entry users is by December 31, 2016. The suggested timeframe for third party software import users is December 31, 2017. Board members discussed the timeline.

Michael Jordan left the meeting at 12:05 p.m.

Motion: Ms. Hartigan moved that Minnesota will start accepting and collecting MNSTAR version 3.4.0 NEMESIS compliant Patient Care Records (PCRs) on April 4, 2016. Group One direct data entry system users will submit MNSTAR 3.4.0 NEMESIS-compliant PCRs on or before December 31, 2016. Third-party software import system users will be compliant with MNSTAR/NEMESIS 3.4.0 requirements and submitting PCRs on or before December 31, 2017. Dr. Burnett seconded. A roll call vote was taken. Motion carried.

Pat Coyne left the meeting at 12:34 p.m.

8. Executive Director Report – Tony Spector

Agency Update

- The technical bill approved by the Board for the language change from “training program” to “education program” and for audit due dates for the regional programs was heard in committee yesterday. The House bill will be heard next week, and opposition is not anticipated. (SF 2480)
- Renewals are moving forward with a March 31 deadline. E-cards are being sent. There have been technical issues with MN.IT that have created some customer delays. The EMSRB will need to replace its elicensing system no later than September 2016.
- EMSRB staff attended the Long Hot Summer conference and staffed a booth.
- EMSRB is distributing a newsletter (copies provided)
- EMSRB staff will be attending the Southeast EMS Heroes Among Us regional conference and will be staffing a booth.
- Information is available on the EMSRB website to provide grants to ambulance services for extraordinary costs related to Ebola preparedness. The deadline for submitting a proposal is March 31.

9. Committee Reports

Ambulance Standards Ad-Hoc Work Group

Mr. Coyne will provide a report at the next meeting. The agenda for the next meeting is posted on the EMSRB website.

Complaint Review Panel

Mr. Simpson said he could provide information on the committee’s activities if requested.

Health Professional Services Program

Mr. Simpson said that two statistical reports were provided with the Board agenda material.

Legislative Ad Hoc Work Group

Mr. Miller said the work group has not met. There is active legislation this session, and the work group will meet again after session to develop legislative initiative to be considered by the full Board for 2017 legislative session.

10. New Board Business

None.

11. Adjourn – 12:46 p.m.

Motion: Dr. Burnett moved to adjourn. Dr. Fink-Kocken seconded. A roll call vote was taken.
Motion carried.

Next Board Meeting: Thursday, May 19, 2016, at 10:00 a.m.
EMSRB Office – Fourth Floor Conference Room