

## **CONSENT AGENDA ITEMS:**

Issues in this consent agenda are considered routine, standard, non-controversial and self-explanatory and voted on by the Board as a whole, without discuss or comment.

- A. Executive committee
- B. Board decision making and motion practice
- C. Routine correspondence
- D. Minor changes in a procedure.
  - a. Request to Participate form
- E. Previous board and executive committee Reports
- F. Office reports

## **Attachments:**

- A1. Internal Operating Procedures (IOP), text changes marked
- A2. Member, Officers and Committee Overview
- A3. Complaint Review Panel chair role description
- A4. Board chair role description
- A5. Board vice chair role description
- A6. Orientation
- A7. Education Standards – Summary of Stakeholder Engagement
- A8. Education Standards: Evolution from 2009 to 2014
  
- A9. Minnesota Ambulance Association correspondence, September 25, 2014 regarding testing
  
- F1. Legislation/Budget: Educational Overview
- F2. Legislation/Budget: Frequently Asked Questions

## A. Executive Committee

At its September 5, 2014 Board meeting, the Board decided to eliminate duplication relating to the treasurer and finance and legislative committee chair roles and to include the complaint review panel (CRP) chair on the executive committee. These changes were made in recognition of:

1. The State's existing financial and legislative oversight, timelines and guidelines;
2. Our efforts to streamline Board work to better match our values of collaboration, inclusivity, trust, consistency, efficiency and fairness; and the
3. Quarterly financial updates established and presented by the executive director at the executive committee and full Board meetings.

The following attachments reflect the changes approved and replace prior communications:

1. Internal Operating Procedures (IOP), text changes marked.
2. Member, Officers and Committee Overview.
3. Complaint Review Panel chair role description.
4. Board chair role description.
5. Board vice chair role description.
6. Orientation.

Please note, the Treasurer/Finance committee chair role has been eliminated and the Secretary role does not change. The Board continues to welcome input on legislative or financial matters. Comments may be directed to [EMSRB.boardchair@state.mn.us](mailto:EMSRB.boardchair@state.mn.us) with the subject line "Legislation" or "Finances" as appropriate.<sup>1</sup>

Correspondence dated September 25, 2014 from the Minnesota Ambulance Association relating to testing was received, reviewed and is attached. The executive committee requested that following motions be added to the full Board meeting Agenda for November 16, 2014 for discussion and decision by the full Board.

Motion 1: The EMSRB form a post transition workgroup to provide recommendations for all providers under 144E.28 a renewal process beyond 2016.

The attached **EDUCATION STANDARDS – SUMMARY OF STAKEHOLDER ENGAGEMENT** and **EDUCATION STANDARDS: EVOLUTION FROM 2009 TO 2014** will be posted at the EMSRB website as a means to recognize the amount of work done and those who contributed to the effort, provide a refresher to Board members and overview for new Board members.

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<sup>1</sup> Including the following information will provide context to input 1.) Your name; 2.) If you speak on behalf of organization, the name of the organization; 3.) Specific question, concern, suggestion or request of the Board; 4.) Citations to the sources of any asserted facts or law; 5.) The Board's statutory authority to take requested action, if any, and 6.) The impact of any change on the public health and safety within the State of Minnesota.

## B. Board decision making and motion practice

*Standing Notation:* The attached C1 “Consent Agenda and other motions formalizing board action” overview is provided as a guide to motion practices. Board members should be prepared to evaluate and prepare motions before the board under this general guidance.

## C. Routine Correspondence.

Metrics to be provided as staffing allows.

## D. Minor Changes in Procedures.

Language has been added to the Request to Participate form to set reasonable expectations of the public. See attached. As a general rule, voting on matters brought before the Board will occur at a subsequent meeting, to:

1. Allow Board members time to review proposed items,
2. Allow staff to audit information and data against the EMSRB’s records,
3. Inform stakeholders about the item, and
4. Collect additional information from interested parties.

Statements made during Board discussions and not approved by the Board through the motion process are non-binding and subject to change.

## E. Previous Board and Executive Committee Minutes:

| Meeting Date      | Meeting Type | Minutes               | Attachment ID # |
|-------------------|--------------|-----------------------|-----------------|
| September 5, 2014 | Board        | Board Action Required | E1              |
| August 19, 2014   | Executive    | Approval Pending      | None            |
| October 16, 2014  | Executive    | Approval Pending      | None            |

**Motion:** To approve the meeting minutes for the meeting date of September 5, 2014.

## F. Office Reports.

The executive director has been engaged in the budget process, including anticipated legislative requests, with the Minnesota Management and Budget and office of the Governor. The following documents have been created as communication vehicles and are open to comment:

1. Legislation/Budget: Educational Overview
2. Legislation/Budget: Frequently Asked Questions
3. Request to comment: Legislation/Budget, website notice.

**Website message:**

**Request to Comment: Legislation/Budget**

At recent EMSRB executive committee and Board meetings, the EMSRB Board began discussions relating to its 2016-2017 budget and 2015 legislative agenda. See [Educational Overview](#) and [Frequently Asked Questions](#), which may be updated from time to time. The EMSRB Board welcomes your input on these important matters. Please email your comments to [EMSRB.boardchair@state.mn.us](mailto:EMSRB.boardchair@state.mn.us) with the subject line “Legislation” and/or “Budget.” Including the following information will provide context for your input: 1.) Your name; 2.) If you speak on behalf of organization, the name of the organization; 3.) Specific question, concern, suggestion or request of the Board; 4.) Citations to the sources of any asserted facts or law; 5.) The Board’s statutory authority to take requested action, if any, and 6.) The impact on the public health and safety within the State of Minnesota.

Discussion document only. Budget and related legislative proposals require approval from the Governor’s office and/or Legislature, as appropriate.