

**Executive Committee
 February 19, 2015, 10:30 a.m.
 MEETING MINUTES**

**Emergency Medical Services Regulatory Board
 University Park Plaza, Conference Room A
 (See address above)**

Prepared by Melody Nagy on February 23, 2015
 Approved by J.B. Guiton on March 10, 2015
 Approved by Executive Committee on: April 16, 2015

Attended: J.B. Guiton, Vice Chair; Megan Hartigan, Secretary, Matt Simpson, CRP Chair

Absent: Jeff Ho, M.D. At-Large Member

Ex-officio: James Denzer, Assistant Executive Director; Greg Schaefer, AAG

Agenda Item No.	Attachment	Topic	Information Discussion Decision	Person Responsible
1.		Call to Order Mr. Guiton called the meeting to order at 10:54 a.m.	Information	J.B. Guiton
2.		Approval of Agenda <u>Hartigan moved to approve the agenda.</u> <u>Simpson seconded.</u> <u>Motion carried. 3 members voting yes; 0 members voting no.</u>	Decision	J.B. Guiton
3.		Public Comment None.	Information	J.B. Guiton
4.		Approval of Minutes <u>Simpson moved approval of the Executive Committee minutes from August 19, 2014 and October 16, 2014.</u> <u>Hartigan seconded.</u> <u>Motion carried. 3 members voting yes; 0 members voting no.</u>	Decision	J.B. Guiton
5.		Chair Report Mr. Guiton announced Board chair Kelly Spratt's resignation. He said that he wanted to thank Mr. Spratt for his commitment and efforts. The vice-chair will take the place of the chair until the new chair is appointed. Mr. Guiton asked that the appointment of Matt Simpson as interim vice-chair be placed on the consent agenda for the next Board meeting on March 19, 2015. Mr. Simpson has agreed to accept the "acting vice-chair" position until the appointments are made Representative Jeff Backer has replaced Representative Schoen on the Board.	Information	J.B. Guiton

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6.	H	<p>Assistant Executive Director’s Report Mr. Denzer reported that staff worked on the process for psychomotor testing and the motion and protocols will be released after the next Board meeting.</p> <p>Mr. Schaefer provided clarification that once the Board votes on an item it is enacted. The minutes are published when approved.</p> <p>Mr. Denzer discussed the Board budget.</p> <p>Mr. Guiton suggested that any further budget discussions would need to be a separate agenda item for the March meeting.</p> <p>Mr. Denzer provided the legislative update and asked if there were any questions. Information on proposed legislation can be found on the EMSRB website at: http://mn.gov/health-licensing-boards/emsrb/</p> <p>Committee and public discussion occurred.</p>	Information	James Denzer
7.		<p>New Business None.</p>		
8.		<p>Closed Session* Mr. Guiton announced that the Executive Committee will go into closed session.</p> <p>Mr. Guiton re-opened the meeting and provided the following report:</p> <p>He requested a Special Board Meeting be held as early as possible next week and asked that staff poll members to determine a quorum for the meeting.</p> <p>*Agenda:</p> <ul style="list-style-type: none"> • Appointment of Interim Director • Hiring Freeze 		
9.		<p>Adjourn Meeting adjourned at 1:30 p.m.</p>	Decision	J.B. Guiton