

## MEETING NOTICE

### Emergency Medical Services Regulatory Board

Thursday, July 16, 2015, 10:00 a.m. – 12:00 p.m.

University Park Plaza

Conference Room A, 4<sup>th</sup> Floor

[Map-Directions-Parking](#)

### Proposed Agenda

1. **Call to Order – (10:00 a.m.)** – J.B. Guiton, Board Chair
2. **Governor’s Board Appointments and Welcome** – J.B. Guiton
  - J.B. Guiton (Board Chair)
  - Dr. John Pate (Family Physician Representative – New Appointment)
  - Kevin Miller (Hospital Representative – New Appointment)
  - Matthew Simpson (Fire Chief Representative – Reappointment)
  - Jill Schultz (Paramedic/EMT Representative – Reappointment)
  - Vacant (Local Board of Health Representative)
3. **Approve Agenda** – J.B. Guiton

**Motion:** To approve the agenda for the July 16, 2015 Board meeting.

4. **Consent Agenda** – J.B. Guiton

*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.*

#### Approve Board Minutes:

- May 21, 2015

#### Attachments

CA 1

**Motion:** To approve the Consent Agenda for the July 16, 2015 Board meeting.

5. **Public Comment** – J.B. Guiton

Information

*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.*

6. **Board Chair Report** – J.B. Guiton

Information / A 1

#### • **Introduction to Board Positions**

- Board Vice Chair (Interim-Matt Simpson)
- Medical Direction Standing Advisory Committee (MDSAC) Chair
- Complaint Review Panel Chair (Matt Simpson)
- Data Policy Standing Advisory Committee (DPSAC) Chair
- At-Large Board Member (Serves on Executive Committee – Dr. Jeffrey Ho)
- Legislative Workgroup Chair
- Education Post Transition Workgroup Chair (Lisa Consie – Appointed)
- Health Professional Service Program (HPSP) Representative (Matt Simpson-Expressed Interest)
- State Medical Director

#### • **Appointment to Data Policy Standing Advisory Committee**

- Kathleen Haney, Department of Public Safety-Office of Traffic Safety

**Motion:** To approve appointment of Kathleen Haney to DPSAC.

*“To protect the public’s health and safety through regulation and support of the EMS system.”*

*Equal Opportunity Employer*

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| <b>7. Executive Director Report</b> – Tony Spector      | <u>Attachments</u> |
| ▪ Agency Budget Update                                  | ED 1               |
| ▪ Data Practices – Designation of Responsible Authority | ED 2               |
| ▪ Board Quarterly Metrics                               | ED 3               |
| ▪ Regional System Grant Contracts – FY 2016 & 2017      | Report             |
| ▪ Volunteer Education Reimbursement                     | Report             |
| ▪ Executive Director 30 Day Update                      | Report             |

Motion: To authorize Board Chair to sign data practices designation of responsible authority resolution.

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| <b>8. Committee Reports</b> – Committee Chairs: |        |
| • Complaint Review Panel                        | Report |
| • Medical Direction Standing Advisory Committee | Report |

**9. New Board Business** – J.B. Guiton

- **Nomination/Appointment of Board Member Positions** ([Link to Board Committees in IOP-Page 7&8](#))

Motion: To appoint \_\_\_\_\_ as Board Vice Chair.

Motion: To appoint \_\_\_\_\_ as Chair of the MDSAC.

Motion: To appoint \_\_\_\_\_ as Chair of the CRP.

Motion: To appoint \_\_\_\_\_ as Chair of the DPSAC.

Motion: To appoint \_\_\_\_\_ as at-large Board member to EC.

Motion: To appoint \_\_\_\_\_ as Chair of the Legislative Workgroup.

Motion: To appoint \_\_\_\_\_ as Representative to HPSP.

Motion: To appoint \_\_\_\_\_ as State Medical Director.

- **Board Member Computers**
  - o Distribution and Initial Login Training after Adjournment – Approximately ½ Hour of Time Needed
- **Tour of EMSRB office 3<sup>rd</sup> Floor Suite 310**

**10. Closed Session\***– J.B. Guiton

\*Closed per Minnesota Statutes 144E.28, subdivision 5 and Minnesota Statute 13D.05, Subdivision 2(b) (*Complaint Reviews*) or Minnesota Statutes 13D.05, Subd. 3(2) (*Personnel Matters*)

- Disciplinary Actions Board Decision

**11. Re-Open Meeting** – J.B. Guiton

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| <b>12. Adjourn – (12:00 p.m.)</b> – J.B. Guiton | Board Decision |
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Motion: To adjourn at \_\_\_\_\_.

**Note: Lunch will be served during the Board computer login and security training.**

**Next Board Meeting: Friday September 11, 2015, 9:00 a.m.; Alexandria, MN**

**Attachment Key:**

A = Agenda

CA = Consent Agenda

IED = Interim Executive Director

Report = Information Provided Verbally at Board Meeting and May Include a Document

**Note:** Some Board members will be attending this meeting by telephone. In accordance with Minn. Stat. § 13D.015, subd. 4, the public portion of this meeting, therefore, may be monitored by the public remotely and telephonically. If you wish to attend by telephone, please contact Melody Nagy at 651-201-2802 or by email at [melody.nagy@state.mn.us](mailto:melody.nagy@state.mn.us) for connection information. There will be a nominal fee for members of the public to participate by telephone. Please contact Ms. Nagy no later than 10:00 a.m. on Wednesday, July 15, 2015 to ensure a response in time to connect to the meeting.

*If you plan to attend the meeting and need accommodations for a disability, please contact Melody Nagy at (651) 201-2802. In accordance with the Minnesota Open Meeting Law and the Internal Operating Procedures of the Emergency Medical Services Regulatory Board, this meeting notice was posted at: <http://www.emsrb.state.mn.us>*