

State of Minnesota
Emergency Medical Services Regulatory Board
EMSRB Ambulance Standards Ad-Hoc Work Group Meeting

Wednesday April 18, 2018 – 1:00pm
EMSRB Offices
2829 University Avenue Southeast – Suite 310
Minneapolis, Minnesota 55414

Agenda

1. **Call to Order – (1:00pm)** – Pat Coyne, Ad-Hoc Work Group Chair
2. **Approve Agenda** – Pat Coyne, Work Group Chair
[Motion: To approve the agenda for the April 18, 2018 Ambulance Standards Ad-Hoc Work Group meeting]
3. **Approve Draft Meeting Notes from March 14, 2018 meeting** – *Attachment 1*
[Motion: To approve meeting notes from the March 14, 2018 Work Group meeting]
4. **Chairs Comments** – Pat Coyne, Work Group Chair
5. **Pediatric Patient Transport Best Practices Guidance**
 - Review Guideline Document for Minnesota – Comments Provided by Dr. Lyng and Dr. Stevens
6. **Ambulance Chassis Remount** – Ambulance Vendors
 - Any updates
7. **NASEMSO Fatigued Driving Guidance**
8. **Emergency Driving Requirements**
 - Review Nationally Recognized Courses
9. **Other Work Group Business**
10. **Next Meeting** – May 23, 2018
11. **Adjourn Meeting**
[Motion: To adjourn]

Note: *Work group members may be attending this meeting through an on-line meeting tool called Skype for Business or by conference call. In accordance with Minn. Stat. § 13D.015, subdivision 4, the public portion of this meeting, therefore, may be monitored by the public remotely. If you wish to attend by Skype or conference call, please contact Robert Norlen by email at robert.norlen@state.mn.us for connection information. Please make contact for Skype or conference call information no later than **2:00 p.m. on Tuesday, April 17, 2018** 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 or melody.nagy@state.mn.us. 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: <https://mn.gov/boards/emsrb/>

State of Minnesota
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Draft Meeting Notes

Attendance: Pat Coyne (by phone), Matt Will (by phone), Bob Hasselman (by phone),
Ted Armon, Bob Norlen

- 1. Call to Order – (1:00pm)** – Pat Coyne (on the conference call line), Ad-Hoc Work Group Chair called the meeting to order in the conference room of the EMSRB office. A phone conference line was in use for those who could not attend in person. The meeting began with an accounting of who was in attendance at the conference room and who was on the phone.
- 2. Approve Agenda** – Pat Coyne, Work Group Chair
Motion by Bob Hasselman to approve the agenda for March 14, 2018, second by Matt Will, agenda was approved by the group.
- 3. Approve Draft Meeting Notes from February 21, 2018 Meeting**
Motion to approve meeting notes from February 21, 2018 meeting by Bob Hasselman, second by Matt Will, February 21, 2018 meeting notes approved by the group.
- 4. Chairs Comments** – Pat Coyne, Work Group Chair
Chair indicated he had no comments and expressed his desire to move on to the agenda items.
- 5. Pediatric Patient Transport Best Practices Guidance**
Chairman Coyne asked Bob Norlen to give an overview of the best practices guidance and the review by the MDSAC on March 2, 2018. A number of comments and suggestions were made at the MDSAC meeting. One of the specific comments was related to guidance versus protocol. The MDSAC indicated this should be clearly a guidance document and have no regulatory implications.

Mr. Norlen provided an overview of the comments recorded at the MDSAC meeting. Mr. Coyne talked with Dr. Lyng and indicated Dr. Lyng was going to work with Dr. Stevens to get specific edits and comments on the document for inclusion in the next version. Mr. Coyne asked about a statement in the document related to direction for extraordinary circumstances. Mr. Armon directed the work group to Page 2 under System Requirements item B which states: *“These guidelines do not comprehensively cover all possible situations and EMS provider judgment should be used if a situation is presented that is not addressed below.”* Mr. Coyne indicated this statement may need some additional work to satisfy the MDSAC.

Mr. Coyne asked that the work group let Dr. Lyng and Dr. Stevens review the document and provide their written comments and then the committee would review and the document with those suggested changes incorporated.

This document will be on hold until additional comments are received from Dr. Lyng and Dr. Stevens and back on the agenda for the next meeting.

6. Ambulance Chassis Remount

Mr. Norlen indicated he had listened to the webinar that was put together by NASEMSO. Mr. Hasselman indicated he had also participated in the webinar and provided the work group with an overview of the webinar and where the standards groups are at with implementation of chassis remount standards.

Mr. Hasselman indicated that a CAAS will be including remount requirements and will be out for review in summer of 2018 for implementation in 2019. Relevant is the requirement that doing a remount means the entity doing the remount does need to be a certified ambulance builder.

Mr. Norlen indicate the remount standard is to be included in the current CAAS standard. This will not be a stand-alone document, which will help as we continue to move forward with our rule changes to follow CAAS standards for Minnesota.

The work group will continue to follow the progress on the remount standards and review documents for comment as they are available.

7. Emergency Driving Requirements

Mr. Norlen explained that due to other work load staff have not had time to put together the matrix that was requested for this meeting. A brief discussion occurred regarding the Fox 9 news story on ambulance crashes and driving requirements.

8. Other Work Group Business

Briefly discussed the driving fatigue guidelines – Mr. Coyne will bring this up at the Board meeting on March 15, 2018. This will be added to the agenda for the next meeting for the review by the work group.

9. Next Meeting

April 18, 2018 at the EMSRB conference room

10. Adjourn Meeting

The meeting was adjourned at approximately 1:45pm.