

**March 20, 2014, 10 a.m.
 MEETING MINUTES**

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

Prepared by Melody Nagy on March 24, 2014
 Approved by Kelly Spratt on March 25, 2014
 Presented to and approved by Board on May 15, 2014

Attended:

Kelly Spratt, Chair	J.B. Guiton	Pat Lee
Lisa Consie	Kathleen Haney	Jill Ryan Schultz
Jennifer Deschaine	Michael Jordan	Mari Thomas, M.D.
Steve DuChien	Paula Fink-Kocken, M.D.	

Ex Officio: Pamela Biladeau, Executive Director; Greg Schaefer, AGO

Absent: Michael Gormley, Mark Schoenbaum, Matthew Simpson, Representative Dan Schoen, Senator Kathy Sheran, Marlys Tanner

Agenda Item No.	Attachment	Topic	Information Discussion Decision	Person Responsible
1.		Call to Order Mr. Spratt called the meeting to order at 10:03 a.m.	Information	Kelly Spratt
2.	H	Public Comment Mr. Spratt said that Chief Gerber, Excelsior Fire asked to speak to the Board regarding education transition testing. Mr. Gerber provided a handout to the Board. Mr. Gerber outlined his concern in the testing process during the transition. Brian Mahoney, M.D., (Medical Director for Hennepin EMS and many fire services) asked to speak to the Board. Mr. Mahoney outlined his concern in the testing process during the transition. Mr. Spratt thanked Mr. Gerber and Dr. Mahoney for their presentation.	Information	Kelly Spratt

"To protect the public's health and safety through regulation and support of the EMS system."

		<u>Next Steps: Provide response to Mr. Gerber</u>		
3.	H	<p>Approval of Agenda Mr. Spratt asked for a motion to approve the agenda.</p> <p><u>Motion: Fink-Kocken</u> <u>Second: Thomas</u> <u>Decision: 11 members voting yes; 0 members voting no.</u></p> <p>Mr. Duchien asked for a personnel discussion during the closed session.</p>	Decision	Kelly Spratt
4.		<p>Chair Report Mr. Spratt said that we have six vacancies for Board members and have applications for each vacancy. We do not drive the process for filling the positions. This is Governor appointed.</p>	Information	Kelly Spratt
5.	H	<p>Consent Agenda Mr. Spratt said that the consent agenda was provided by email and is in your packet. He asked for a motion to approve the consent agenda.</p> <p><u>Motion: Guiton</u> <u>Second: Jordan</u> <u>Decision: 11 members voting yes; 0 members voting no.</u></p>	Decision	Kelly Spratt
6.	H	<p>Executive Director's Report Ms. Biladeau said that her report is provided in the Board packet. She announced that Mr. Blair will be leaving the EMSRB. He accepted a promotion with the Minnesota Department of Information Technology and Department of Agriculture. His last day is March 25, 2014.</p> <p>Ms. Biladeau said that the Office of the Legislative auditor will be conducting audits of the HLBs beginning next week.</p> <p>Mr. Spratt said that the quarterly metric report was provided in your Board packet. Items are on target.</p>	Information	Pamela Biladeau
7.	N/A	<p>Break Not at this time.</p>	N/A	Kelly Spratt
8.	H	<p>Ad-Hoc Performance Work Group Report Mr. Guiton said that the ad hoc committee is working on EMSRB processes using results based accountability (RBA).</p> <p>Ms. Rapacki provided a power point presentation. Mr. Guiton provided a handout and said we need performance measures to look at how we are doing our job.</p> <p>Mr. Guiton provided a quiz. (The answers are on the back.) The EMSRB needs to continue with Board member orientation.</p> <p>Mr. Guiton said that there will be a recommendation letter presented to the Board chair when this work is completed.</p>	Information	J.B. Guiton

		Mr. Spratt thanked the ad-hoc committee members; this helps continue our mission and goals.		
9.		<p>Committee Reports</p> <ul style="list-style-type: none"> • Legislative Mr. Guiton said that there are several EMSRB related bills that were introduced, but they will not be moving forward. There may be elements that are considered for a legislative package for next year. • Finance (see Consent Agenda) Mr. Spratt said that the Executive Director’s report includes financial information for the second quarter. The EMSRB is within the guidelines. We need to conserve funding. Only two of the three positions are being considered for replacement. We need to keep funding aside for contested cases. Executive Director Biladeau is working on the HR process for posting positions. <p>Mr. Spratt said that he wanted to make Board members aware of the status of the Cooper/Sams Program (longevity fund). If there was a “run on the “bank” this fund would be significantly underfunded. (should there be a large increase for funds/withdrawals there would not be the funds available to pay out)</p> <ul style="list-style-type: none"> • Complaint Review Panel (CRP) Mr. Simpson is not at the meeting today. Mr. Guiton said that the committee met twice in March and is very busy. • Medical Direction Standing Advisory Committee (MDSAC) Dr. Fink-Kocken said that MDSAC met February 28, 2014, with four medical directors and staff attending. • Health Professionals Services Programs (HPSP) Ms. Deschaine said that we have had some very robust meetings with lots of discussion. The proposed legislation has been amended several times. This effort has received a lot of press coverage. Ms. Biladeau said that the latest version is referred to in the Executive Director’s report. She said she provides updates to the Legislative chair. 	Information	Committee Chairs
10		<p>New Board Business None.</p> <p>Mr. Spratt adjourned the meeting for a 15 minute break. Mr. Spratt called the meeting to order in closed session. Mr. Duchien withdrew the additional agenda item.</p>	Information	Kelly Spratt
11	H	<p>Closed Session The closed session is to deal with disciplinary action per Minnesota Statutes 13D.05.</p>	Decision	Kelly Spratt
12		Mr. Spratt reopened the meeting.		

	<p>Education Standards Transition Testing (discussion continued)</p> <p>Mr. Spratt said we will research the response and it will be reported to the Executive Committee for a recommendation to the full Board meeting.</p> <p>Mr. Spratt said that the workgroup recommendation needs to be respected. We need further information to make this decision. The Board is tasked to protect the public safety and health. The intent is to test competency.</p> <p>Mr. Spratt asked Ms. Consie to have this discussion and bring a recommendation to the Executive Committee. The Board adopted the National Registry of EMT standards. We are seeking a clarification.</p> <p><u>Next Steps: Discussion by the Executive Committee. Add this as an agenda item in May Board meeting.</u></p>		
13	<p>Adjourn Meeting adjourned at 12:45 p.m.</p> <p><u>Motion: Guiton</u> <u>Second: Ryan-Schultz</u> <u>Decision: 11 members voting yes; 0 members voting no.</u></p>	Decision	Kelly Spratt