

Meeting Minutes

EMS Regulatory Board Meeting

May 29, 2013, 10 a.m.

University Park Plaza, 4th Floor Conference Room

(See address above.)

Prepared by Melody Nagy on 6/5/13

Approved by Secretary on 6/18/13

Presented to and approved by Board on 7/31/13

Members attended:

Kelly Spratt, Chair
 Lisa Consie
 Jennifer Deschaine
 Steve DuChien
 Michael Gormley
 J.B. Guiton

Kathleen Haney
 Michael Jordan
 Paula Fink-Kocken, M.D.
 Pat Lee
 Rep. Dan Schoen
 Paul Satterlee, M.D.

Mark Schoenbaum
 Matthew Simpson
 Marlys Tanner
 Mari Thomas, M.D.

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

Absent: Gary Pearson, Jill Ryan Schultz, and Senator Kathy Sheran

Agenda Item No.	Attachment	Topic	Information Discussion Decision	Person Responsible
1.	N/A	Call to Order and Introductions Mr. Spratt called the meeting to order at 10:07 a.m. Mr. Spratt introduced and welcomed Rep. Schoen to his first Board meeting.	Information	Kelly Spratt
2.	X	Public Comment Marion Larson, Central Minnesota EMS Region, requested the Board set up guidance on how regions are reimbursed. Mr. Spratt referred this matter to staff to research and report back to the Board.	Information	Kelly Spratt

		*Audience member (Mr. Robinson, guest) raised question to staff and was answered by staff.		
3.	X	Work Plan Mr. Spratt presented a work plan discussed at the last Executive Committee meeting. Mr. Schoenbaum raised the question of legislative agenda development for 2014. Mr. Spratt referred this to Mr. Guiton, the new Legislative Committee chair.	Information	Kelly Spratt
4.	X	Step 1 – Top 5 Ms. Rapacki provided an exercise to be completed by Board members. (see item 7 for results)	Information	Julie Rapacki
5.	X	Consent Agenda <u>Satterlee moved. Deschaine seconded. Motion carried as follows. Motion: To adopt this initial Consent Agenda and the motions herein, and (2) authorize the use of Consent Agendas as a tool to increase Board efficiency, provide clear and consistent communication in advance of meetings, and allow for improved decision making at future Board meetings.</u> Mr. Spratt requested Mr. Schoenbaum and Dr. Satterlee attend the next Executive Committee meeting to discuss data issues.	Decision	Kelly Spratt
6.	N/A	Break	N/A	Kelly Spratt
7.	X	Step 1 Results, Step 2 Ms. Rapacki reported on step 1 - Top 5 which were: <ul style="list-style-type: none"> • Supports the EMSRB Mission • Required by 144E • Required by law (not 144E) • Public health and safety related • Supports the EMS system Representative Schoen left the meeting at 11:20.	Information	Julie Rapacki
8.	X	Executive Directors Report Ms. Biladeau introduced Nick Blair, Assistant Executive Director.	information	Pamela Biladeau

		Ms. Biladeau presented the EMS Week Proclamation.		
9.	N/A	Standing Reports Mr. Spratt indicated his intention to incorporate standing reports into future Board meetings.	Information	Kelly Spratt
10.	N/A	Break for lunch Mr. Schoenbaum left at noon. Mr. Spratt called the meeting to order. (12:20) Mr. Spratt provided a brief recap on the new consent agenda process being adopted.	N/A	Kelly Spratt
11.	X	Step 1 and Step 2 Results, draft motion Ms. Rapacki reported on the high priority items as follows: <ul style="list-style-type: none"> • Inspections • Investigations • Accountability • EMS funds for 8 regions • Licensing (new and renewal) • Registration/Certification of individuals • Communication (internal and external) • Efficiency • Fairness • Competency of ambulance services • Consistency • Customer service <p>*High priority items were based on items that were voted on by 9 or more members as high priority.</p> <p>No motion was called or decision made.</p> <p>Dr. Satterlee and Mr. Simpson left at 1:05 p.m.</p>	Discussion/ Decision	Kelly Spratt
12.	X	Closed Meeting: CRP & Executive Director Review Results The Board went into closed session at 1:09 p.m.	Decision	Kelly Spratt
13.	N/A	Reopen Meeting – Update from Closed Meeting Mr. Spratt reported that the Executive Director	Information	Kelly Spratt

		review is in process to meet the June 30 deadline.		
14.	N/A	Adjourn <u>Ms. Deschaine moved. Mr. Lee seconded. Motion carried.</u> Meeting adjourned 2:08 p.m.	Information	Kelly Spratt

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