

**Summary Minutes**

**Emergency Medical Services Regulatory Board**  
Trauma Deviation Panel and Executive Committee Meeting  
Thursday, July 15, 9:00 a.m.  
2829 University Avenue SE, Suite 310  
Minneapolis, Minnesota

**Executive Committee**

**Members Present**

James Rieber  
Paula Fink-Kocken, M.D.  
Pat Lee  
Kevin Miller  
Gary Pearson

**Guests**

Tim Held

**Staff Present**

Katherine Burke Moore  
Melody Nagy

**Other Members Present**

Lisa Consie  
Paul Satterlee, M.D.  
Mark Schoenbaum  
Mari Thomas, M.D.

**I. Call to Order**

Mr. Rieber called the meeting to order at 9:22 a.m.

**II. Approval of Agenda**

Mr. Miller moved approval of the agenda. Mr. Lee seconded. Motion carried.

**III. Outstanding Trauma Deviation Request**

**Marietta Ambulance**

Mr. Norlen said that they had 28 calls last year. Their request is to transport to an undesignated hospital. Madison Hospital is now designated. Millbank Hospital in South Dakota is not designated. Mr. Held said that South Dakota does not have a trauma system in place. Mr. Norlen said that the staff recommendation is to not approve this request because they have designated hospitals to transport to. Mr. Held said that a serious patient would then be transferred to a level 1 facility in Sioux Falls.

Mr. Norlen said that the medical director is asking for a deviation to go to an undesignated hospital. Mr. Rieber asked if there would be a time when it would be closer to go to Millbank. Mr. Norlen said that to go to Millbank would be a longer transport than other transports according to MNSTAR data.

Dr. Fink Kocken moved to accept the staff recommendation to not approve the request. Dr. Thomas seconded. Motion carried.

**Deer River Ambulance**

Mr. Norlen said that this is an ambulance service in the Northeast region. Staff received this request on July 8. This is a BLS service owned by Deer River Hospital. They had 245 calls last year with 3 patients with major trauma. Deer River Ambulance is requesting to transport to Deer River Hospital which is an undesignated hospital.

Depending on scene location they would go to Grand Rapids and their average transport time would be 20 minutes or more depending on patient location.

Dr. Fink Kocken moved to not accept the deviation. Mr. Schoenbaum seconded. Mr. Held said that Deer River Hospital has submitted an application for designation, but it has not been approved. Dr. Fink Kocken said that in other cases we have accepted the deviation with a short time frame. Mr. Schoenbaum said that we need to keep the attention of Deer River that they are not designated. Dr. Thomas said that this would result in better patient care. Motion carried.

Mr. Pearson asked if there were any additional guidelines to review. Mr. Norlen said that the Board can act on the additional guidelines.

Mr. Rieber said that this will conclude the regular meetings of the deviation panel. They may be called to meet again if additional requests are received.

**IV. Approval of Minutes**

Mr. Rieber asked for approval of the minutes. Mr. Miller suggested a change to the July 7 minutes to include: “send duties document to Mr. Lee and Mr. Miller before the Board meeting.” Ms. Burke Moore said that this was a misunderstanding of what document was needed. Mr. Rieber said that he was expecting a list of what is required of a medical director be provided to him and Dr. Thomas. Mr. Lee moved approval of the July 7 minutes with the change as noted. Mr. Miller seconded. Motion carried.

Mr. Miller moved approval of the June 30 minutes. Dr. Fink Kocken seconded. Motion carried.

**V. Review Medical Director Duties**

Mr. Rieber asked for a written list of duties. Mr. Miller clarified that he wants a list with different categories (board physician, MDSAC, contractor).

**VI. Review Trauma Triage and Deviation Process**

Mr. Rieber said that everything is complete. Staff has done a great job. The panel will be available if needed to review additional requests.

**VII. Next Meeting**

Mr. Rieber asked if the Executive Committee needs to meet every week. Mr. Miller suggested every other week beginning with July 28 at 9 a.m. This would be a phone meeting and Mr. Miller will be at the EMSRB office.

Mr. Rieber asked that these meetings be posted through October and emailed to Executive Committee members.

**VIII. Adjourn**

Dr. Fink Kocken moved to adjourn the meeting. Mr. Pearson seconded. Motion carried.