Meeting Minutes

Emergency Medical Services Regulatory Board
Board Meeting
Thursday, September 17, 2020, 10:00 a.m.
WebEx Meeting

Attendance: J.B. Guiton, Board Chair; Jason Amborn; Aaron Burnett, M.D.; Brian Edwards; Scott Hable; Megan Hartigan; Tim Held; Jeffrey Ho, M.D.; Representative John Huot; Michael Jordan; Paula Fink-Kocken, M.D.; Amber Lage; Senator Andrew Lang; John Pate, M.D.; Scott Saehr; Matthew Simpson; Tony Spector, Executive Director; Melody Nagy, EMSRB Staff; Dave Rogers, EMSRB Staff; Brian Shorten, EMSRB Staff; Charlie Soucheray, EMSRB Staff; Greg Schaefer, Assistant Attorney General.

Absent: Kevin Miller

1. Call to Order – 10:00 a.m.
   Mr. Guiton called the meeting to order at 10:03 a.m. He asked for a roll call of Board members and guests attending.

2. Approval of Agenda – 10:05 a.m.
   Mr. Guiton suggested several modifications to the agenda and asked for a motion to approve the agenda.

   Motion: Mr. Hable moved to approve the agenda as revised. Mr. Saehr seconded. A roll call vote was taken. Motion carried.

3. Review and Approve Board Minutes – 10:10 a.m.
   Mr. Guiton asked for approval of the minutes.

   Motion: Mr. Amborn moved approval of the July 16, 2020, minutes. Dr. Pate seconded. A roll call vote was taken. Motion carried.

4. Public Comment – 10:15 a.m.
   The public comment portion of the Board meeting is where the public is invited to address the Board on subjects which are not part of the meeting agenda. Persons wishing to speak are asked to complete the participation form located at the meeting room door prior to the start of the meeting. Please limit remarks to three minutes.

   Mr. Guiton invited the public to comment on anything not on the agenda.

   None.

5. Board Chair Report – 10:20 a.m.
   Summary Report of Executive Committee
   Mr. Guiton said the Executive Committee has not met so there is no report. This is included on the agenda, so the committee is transparent in its activities.
Extension of Peacetime Emergency – Minnesota Statute § 144E.266
Mr. Guiton said the peacetime emergency has been extended.

Mr. Guiton said the National Registry will allow all education to be distributive education. The EMSRB accepts the National Registry as a basis for certification and he suggested that the Board will want to publicly accept this for Minnesota certification.

**Motion:** Dr. Pate moved approval for the EMSRB to accept the National Registry standard for distributive education. Dr. Burnett seconded. A roll call vote was taken. Motion carried.

Request for Course Approval – Cardiopulmonary Resuscitation and Advanced Cardiac Life Support (Recommendation from MDSAC) (Pacific Medical Training)
Dr. Burnett said Minnesota statutes require Board approval of this curriculum. The Medical Direction Standing Advisory Committee (MDSAC) reviewed this curriculum and voted unanimously to recommend approval.

**Motion:** Dr. Burnett moved approval of the curriculum for Pacific Medical Training. Dr. Ho seconded. A roll call vote was taken. Motion carried.

MDSAC Report
Dr. Burnett said the committee met on September 10 in the evening. He said he wants to recognize White Earth (Dr. Gardner) for their innovative program for voluntary testing for COVID on patients during transport.

Dr. Burnett said there was a request for MDSAC to consider a unique certification for an individual to drive an ambulance. This would not be an EMR or EMT. This is needed to support recruitment and retention in rural areas. It is suggested that there should be basic medical training standards for these individuals. Statutory language changes would be needed. The Committee passed a motion to instruct staff to look at what other states are doing and to reach out to rural ambulance service managers and see if this is needed statewide.

Mr. Spector said current statute requires that a driver of an ambulance have a current drivers’ license and take an emergency vehicle driving course approved by the ambulance service that includes actual driving experience. Dr. Burnett asked for a report on this for the next MDSAC meeting.

Dr. Burnett said the MDH Trauma Advisory Committee is recognizing EMS as a core task. This is a good partnership.

Dr. Burnett said Dr. Pete Tanghe will be representing the MDSAC on the POLST Task Force. Minnesota is leading the way in this effort and this form is useful to Minnesota providers.

[Suggestion: Award of Appreciation for White Earth for their strong physician oversight.] Mr. Held commented that National Rural Health Day is in November and this can be joint effort if the timing works.

Base of Operation and Substation Standards Ad-Hoc Workgroup
Mr. Edwards said at the last Board meeting he was asked to chair an ad-hoc workgroup to discuss base of operations and substation requirements. He said an introductory meeting was held to discuss the charge of the workgroup. He said more information will be provided at the next Board meeting and a final report is scheduled for January.
Formation of an Ad-Hoc Committee for Internal Operating Procedure (IOP) Review

Mr. Guiton said the Board is tasked to review the IOP in January of even years. There has been a cursory review in past years. He said he had a discussion with Mr. Held about this. Mr. Guiton asked Mr. Held to chair this ad-hoc workgroup.

Mr. Held asked members to read the full document and make comments. He said he wants perspective of other members. Mr. Guiton asked for one of the new members of the Board to participate. Link to the IOP. https://mn.gov/emsrb/assets/2015%20IOP_tcm1116-366473.pdf

Motion: Dr. Ho moved to form an ad-hoc committee for IOP review with a report to the Board at the January meeting. Mr. Simpson seconded. A roll call vote was taken. Motion carried.

6. Executive Director Report – 10:45 a.m.

EMSRB Activities during COVID-19 – Update

Mr. Spector asked for a report from staff members:

Charlie Soucheray
- Staffing of the State Emergency Operations Center and liaison for the coordination center
- Assistance with PPE pushes to ambulance services
- Assistance with patient transportation issues
- Administration of National Registry advanced testing
- Review of and issuance of provisional certifications

Brian Shorten
- Staffing of the State Emergency Operations Center
- Working on inspections
- Review of an application for part-time ALS for Gaylord Ambulance
- Working on a transfer of ownership for Appleton Ambulance
- Part time ALS discussion with Ashby Ambulance
- Customer service by phone/email
- Data entry for provisional EMTs

Mr. Spector said it is the renewal cycle for EMRs. There has been a decrease in online application problems but there continue to be phone calls regarding password resets.

Mr. Spector said Ms. Jacobs is not available today.

David Rogers
- Working on issues to define and update reporting requirements in MNSTAR
- He provided a history of data reporting in a handout in the Board packet
- Pulling data weekly/daily for metrics for COVID response
- Sharing COVID specific information with MDH and how EMS data relates to ICU admissions
- Working with services on their transition from MNSTAR version 2 to version 3
- Creating hospital integration accounts
- Staffing of the State Emergency Operations Center
Mr. Spector said Mr. Rogers has been working on the data request submission center using a product called Gov.QA. A payment gateway will be built into the system.

Mr. Spector said Ms. Jacobs and Mr. Rogers have been working on mapping project to have updated maps for all primary service areas in Minnesota. This is an effort in conjunction with the Geospatial team. This information will be available on the EMSRB website as polygon maps.

**MNSTAR Data Submissions to the EMSRB**

Mr. Rogers said clarification of elements is needed for some services for the Minnesota data set. Specifically, all elements identified by the DPSAC for inclusion in the MNSTAR dataset (2015 DPSAC v3 Final Element Selection=Yes) are considered required elements to collect and send to the state.

**Motion:** Mr. Held moved to support the recommendations of the 2012 Legislative Data Workgroup. Dr. Pate seconded. A roll call vote was taken. Motion carried.

Mr. Guiton asked if it is rural services that are still using version 2. Mr. Rogers said yes these are all small rural agencies and once staff show them the version 3 system, they are more willing to make the transition.

Mr. Spector said some of the services that are using version 2 are still using the MNSTAR paper forms. The cost for printing has doubled based on printing volume. The agency is not going to create a version 3 paper form. There are currently 24 cases of forms on hand. He said he feels there is no justification to order more version 2 forms at the increased cost. Ambulance services may create their own forms and staff can assist in this effort. Mr. Guiton suggested the version 2 paper forms be sunset after all services have moved to version 3.

**Initial EMR Certification/Renewal Based on National Registry Reciprocity**

Mr. Spector said current statute allows initial emergency medical responder (EMR) certification by completing the education program course or by obtaining National Registry credentials. He said renewal is only allowed by taking the 16-hour refresher course. The MDSAC moved to recommend the EMSRB recognize National Registry recertification for EMR renewal in Minnesota. Mr. Spector said this will require a statutory change.

**Motion:** Mr. Edwards moved that the EMSRB recognize National Registry EMR recertification for EMR renewal in Minnesota and recommend the requisite change to statutory language. Dr. Pate seconded. A roll call vote was taken. Motion carried.

Mr. Spector reported the EMSRB staff continue to work with MNiT security staff on the contract for Biospatial. Mr. Spector said this is patient data and data security must be assured before this contract is finalized.

Mr. Spector said seat belt revenue has decreased significantly. Mr. Jordan said this was discussed at the November meeting and it is imperative that the Board address these issues.

Mr. Spector invited regional programs directors to provide an update of activities in their region.

**Don Hauge – Southeast Regional Program**

- Created a policy to provide guidance for in person training
- Providing a training subsidy for EMR renewals
• Meeting with ambulance services bi-weekly on COVID concerns
• Distribution of PPE
• NARCAN training
• CVO training

Mark Griffith – SouthCentral Regional Program
• Online education and limited attendance skills in the field
• Fire rehab with adapted policies for COVID
• CISM team activities
• Development of a chaplaincy program for counties
• Online meetings to discuss COVID concerns

Ann Jenson – Southwest Regional Program
• Debriefing team activities
• Distribution of PPE
• NARCAN training
• Increased FIT testing requests

Marion Larson – Central Regional Program
• Creating training videos to engage stakeholders
• Developing mechanisms to share information

Catlin Korpi for Adam Shadiow – Arrowhead Regional Program
• An assessment of PPE protocols
• NARCAN training
• Distribution of stop the bleed kits
• Monthly managers meetings

Dr. Fink-Kocken reporting for the EMSC Program
• An updated logo will be published soon
• A two-day symposium will be conducted tonight and tomorrow on human trafficking – it is free to attend but you must register

Mr. Spector said Cory Kissling is retiring from EMS after a 45-year career. Mr. Guiton said he was a pioneer in EMS.

Mr. Edwards said hospitals are being asked about screening staff. There is not clarity that EMS agencies would be exempt from this screening. Dr. Burnett and Mr. Spector are asking for an update for what is required for EMS agencies.

7. New Business – 12:50 p.m.
Mr. Guiton asked Board members if there is new business they wanted to discuss.

Mr. Edwards said that “mental health care for the citizens of Minnesota is a passion of mine”. He said Minnesota Statute 253.05 (1) was updated went into effect August 1. He described how this is a significant change to statute. Mr. Guiton asked for this language to be provided to the EMSRB. Mr. Guiton said the EMSRB was not involved in drafting this legislation.
Representative Huot said he did not find out about this legislation in a timely fashion so there could be involvement from EMS physicians and this will need to be fixed. Mr. Guiton thanked Representative Huot for his help.

Mr. Amborn said he wanted to offer a thank you to the EMS community for their response during the recent civil unrest.

Mr. Hable said a significant concern in rural EMS is recruitment and retention. He asked about an ad-hoc committee to discuss this important issue.

8. **Adjourn – 1:00 p.m.**

Mr. Guiton asked for a motion to adjourn.

**Motion:** Mr. Jordan moved to adjourn the meeting. Mr. Saehr seconded. Motion carried unanimously with a roll call vote.

The meeting adjourned at 12:21 p.m.

Next Board Meeting:
November 19, 2020, 10:00 a.m.
Location: WebEx

Reviewed and Approved By:

Megan Hartigan (by email) 10/14/20
Board Secretary Date