

**State of Minnesota**  
**Emergency Medical Services Executive Committee**  
**Meeting Agenda**  
**August 19, 2021, 10:00 a.m.**

**Note:** At this time, the Board Chair has determined that an in-person meeting is not practical or prudent because of the COVID health pandemic. This meeting therefore will not be held in person. It will only be held by Microsoft Teams and telephone.

[Click here to join the Teams meeting](#)

Call in Number: (651)-395-7448

Meeting Number (Access code): 193117919#

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- 1. Call to Order and Introductions – 10:00 a.m.** [Attachments](#)
  
  - 2. Review and Approve Agenda – 10:05 a.m.**
  
  - 3. Review and Approve April 15, 2021, Meeting Minutes – 10:10 a.m.** M 1
  
  - 4. Public Comment – 10:15 a.m.**  
The public comment portion of the Executive Committee meeting is where the public is invited to address the Committee on subjects that are not part of the meeting agenda. Persons wishing to speak are asked to email [melody.nagy@state.mn.us](mailto:melody.nagy@state.mn.us). Please limit remarks to three minutes.
  
  - 5. Executive Committee Chair Report – 10:20 a.m.**
    - Report on Closed Meeting June 15, 2021
    - Executive Director Position Description Update
    - Interim Executive Director Update
    - Introduction of New EMSRB Staff
    - Relocation Update
    - Data Policy Standing Advisory Committee Membership Discussion
    - National Registry Basic Psychomotor Exam Update Discussion
    - Board Member Assignment Discussion
      - Overall Executive Responsibility
      - Operations and OLA Lead
      - Finance and Grants Management
      - CRP and Related
      - Medical Direction
  
  - 6. Vice Chair Report – 10:55 a.m.**
    - Legislative Committee Discussion
    - Office of Legislative Auditor Progress Report

**7. Agency Update – 11:15 a.m.**

- **Hiring Update**
- **Hospital Hub Implementation Update**
- **Data Use/Sharing Agreement with Minnesota Department of Health Update**

**8. Medical Director Update – 11:30 a.m.**

- **Authorization for EMTs to Vaccinate**

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**9. Finance and Grant Management Update – 11:45 a.m.**

**10. Investigations/CRP Update – 11:55 a.m.**

**11. Old Business – 12:10 a.m.**

**12. New Business – 12:15 p.m.**

**13. Adjourn – 12:20 p.m.**

In accordance with the Minnesota Open Meeting Law and the Internal Operating Procedures of the Emergency Medical Services Regulatory Board, this agenda is posted at: <https://mn.gov/emsrb>

**Next Executive Committee Meeting:**

**October 21, 2021**

**Location: TBD**

## Meeting Minutes

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### **Emergency Medical Services Regulatory Board Executive Committee Meeting Thursday, April 15, 2021 10:00 a.m. Microsoft Teams Meeting**

Due to the COVID-19 pandemic, the Minnesota Emergency Medical Services Regulatory Board Executive Committee met via Microsoft Teams on April 15, 2021. The public was able to access this meeting via the Microsoft Teams link and the call-in option.

**Executive Committee members present:** Kevin Miller, Vice-Chair; Megan Hartigan, Secretary-Treasurer; Aaron Burnett, M.D.; Jeffrey Ho, M.D.; Matthew Simpson.

**Executive Committee members absent:** J.B. Guiton.

**Staff members present:** Tony Spector, Executive Director; Holly Jacobs; Melody Nagy; Donna Odegaard; Dave Rogers; Charlie Soucheray; Greg Schaefer, Assistant Attorney General.

**1. Call to Order and Introductions – 10:08 a.m.**

Mr. Miller called the meeting to order at 10:08 a.m.

**2. Review and Approve Agenda – 10:10 a.m.**

Mr. Miller opened the floor for additions to the agenda. There were no additions. Mr. Miller asked for a motion to approve the agenda.

Motion: Matthew Simpson moved for approval of the agenda. Megan Hartigan seconded. A roll call vote was taken. Motion carried.

**3. Review and Approve Meeting Minutes – 10:20 a.m.**

Mr. Miller asked for any corrections, changes, or comments. There were none. He asked for a motion to approve the minutes.

Motion: Dr. Burnett moved for approval of the February 18, 2021 meeting minutes. Mr. Simpson seconded. A roll call vote was taken. Motion carried.

**4. Public Comment – 10:25 a.m.**

There were no public comments.

**5. Board Chair Report – 10:30 a.m.**

Mr. Miller said Mr. Spector has a meeting scheduled with Board Member Tim Malchow to discuss the EMSRB Internal Operating Procedures (IOP).

Mr. Spector said he is exploring facilitating a meeting and discussions with internal and external stakeholders. He contacted the Management Analysis Division at Minnesota Management and Budget and scheduled a meeting later in the month to discuss such facilitation.

Mr. Miller said Mr. Spector is preparing an assessment/inventory of agency and staff activities.

Mr. Miller said he is seeking dates for a Legislative Workgroup meeting in May. He directed Mr. Spector to begin the process to document the concerns EMS agencies are experiencing regarding mental health calls for service. He suggested reaching out to stakeholders that are also impacted. Board, MDSAC, and Executive Committee members will be contacted for topics. Mr. Miller would like a report on the progress of this process at the next board meeting in May.

For the Legislative Workgroup, the initial topics for discussion are the base of operations and substation definitions, credentialing ambulance drivers and exploring the statutes suspended when Minnesota Statutes section §144E.266 is triggered during the declaration of a peacetime emergency, specifically the suspension of the need for an ambulance service medical director.

**6. Executive Director Report – 10:40 a.m.**

Dave Rogers provided an update on the Hospital Hub project, explaining that the project is in the final stages of system configuration. Once the configuration is complete, the system will be able to go live. He and Mr. Spector are working on a Data Use Agreement with the hospitals to be reviewed by Assistant Attorney General Greg Schaefer.

Mr. Spector said staff continues to work with MN.IT on a pilot project that digitally maps the primary service areas of ambulance services. Ms. Hartigan said she participated in a demonstration meeting with MN.IT and said the project is going in a good direction for better visualizing primary service area boundaries and service overlaps.

Mr. Miller asked if this mapping system would be on the EMSRB website. Mr. Spector said it would be on MN.IT's website, but there would be a link to the mapping system on the EMSRB website.

Mr. Spector said that the EMSRB finished its renewal cycle for EMTs and paramedics whose certifications expired on March 31, 2021. He asked for thoughts on the process. Holly Jacobs said overall, the process went very well.

Mr. Spector mentioned the upcoming move of the EMSRB offices to St. Paul. The EMSRB will be out of its current space by June 30, 2021 and would be moving into the Saint Paul location on August 15, 2021. Office furniture and equipment will be put in storage, and staff will continue to work from home in the interim. Regular office services should not be interrupted.

**7. Old Business – 10:50 a.m.**

There was none.

**8. New Business – 10:51 a.m.**

There was none.

**9. Adjourn – 10:55 a.m.**

**Motion:** Matt Simpson moved to adjourn the meeting. Megan Hartigan seconded. A roll call vote was taken. Motion carried.

The meeting adjourned at 10:55 a.m.

**Next Executive Committee  
Meeting: June 17, 2021 10:00 a.m.  
Location: Microsoft Teams**

Reviewed and Approved By:

/s/ Megan Hartigan

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Executive Committee Secretary

April 19, 2021

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Date

**DATE:** January 21, 2021

**TO:** Tony Spector, Executive Director, Emergency Medical Services Regulatory Board

Aaron Burnett, MD, State EMS Medical Director

**FROM:** Jan K. Malcolm, Commissioner of Health

**SUBJECT: Authorization for EMTs, Advanced EMTs, and Paramedics COVID Vaccination Administration**

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Pursuant to the authority granted by me under Minnesota Statutes, section 144.4197, I have determined that increasing the number of persons able to administer COVID-19 vaccines is necessary to protect the health and safety of the public. Therefore, I authorize Emergency Medical Technicians (EMT), Advanced EMTs (AEMT), and Paramedics as defined in Minnesota Statutes, section 144E.001, and who are credentialed by the Emergency Medical Service Regulatory Board (EMSRB) under Minnesota Statutes, chapter 144E, to administer the COVID-19 vaccine and accompanying Epinephrine under a written vaccine protocol from a licensed provider authorized to do it under the conditions outlined below.

- EMS providers who have a medical director must first receive their medical director's approval before participating in vaccine administration.
- If the protocol does not authorize administration of epinephrine to individuals who have an allergic reaction to vaccination, a provider authorized to administer Epinephrine must be on site.
- Because EMTs are not trained to draw up a dose of medication from a multidose vial, there must be an Advanced EMT, Paramedic, Registered Nurse or other licensed health care provider on site to draw up the individual dose from a multidose vial, and thereafter have the EMT administer the vaccine once drawn up in the syringe.

This authorization is effective immediately and expires September 2021 unless rescinded earlier.



Signed: \_\_\_\_\_

Dated: January 21, 2021

Title: Commissioner, Minnesota Department of Health