

AEMS Board of Governors Meeting
April 15, 2009
Southwest Ambulance, 708 West Baseline Road, Building 1, Mesa AZ
Minutes

Board Members in Attendance: Coy Amerson, Peggy Baker, Marcia Barry, RN, Dan Bramble, Martin deMasi, John Gallagher, MD, Garth Gemar, MD, Joe Gibson, Bill Hayes, Nancy Hicks-Arsenault, RN, Robert Londeree, MD, Terry Mason, RN, Nancy Parks, RN, Roy Ryals, and Laurie Wood, RN

Distinguished Guest Members in Attendance: Candace Reisinger, Jeanie Culver, Sandy Nygaard, Sharon Kotarsky Jim Roeder, Tian Sheppard, Cathie Heyer, Alyson Welch, Collin DeWitt, Barbara Schaffer, Brian Witzeman, Vicki Upton, John Ford, Barb Bovee, Kepra Jack, RN, Rhia Whisler, Mickey Kovach, RN, Brenda Sutton, RN, April Hayes, Janet Backers, RN, Tom Cole, Terry Mullins, Faith Whipple, RN, Jay Ducote, Tom Murtha, Paul Nies, Sheila Bryant, RN, and Brandley Williams.

- I. Call to order and Introduction of Guests
 - a. Meeting called to order at 12:10pm
 - b. Introduction of guests: Please refer to attendance roster

- II. Approval of Minutes
 - a. MOTION: To approve the minutes as presented
 - b. ACTION: Passed unanimously

- III. Executive Director's Report
 - a. Working with the department on submission of administrative work plan reflecting projected budget reductions.
 - b. Annual Conference activities moving forward. Early registration deadline approaching. The committee is seeking additional vendor support.
 - c. 2nd and 3rd quarter distribution of provider assistance funding is almost completed.
 - d. AEDs: note manufacturers warning as distributed.
 - e. Finalizing categorization process
 - f. Encouraged members present to submit nominations for recognition awards.
 - g. Regional needs assessment will be sent out soon. AEMS is utilizing the state assessment form
 - h. Dues report distributed for review.

- IV. Board Officers' Report
 - a. Treasurer's Report
 - i. Financial Report:
 1. MOTION: To accept the financial report as presented.
 2. ACTION: Passed unanimously
 - ii. 2007-2008 Audit Management Letter:
 1. MOTION: To accept the management letter response as presented.
 2. ACTION: Passed unanimously
 - b. Chair's Report
 - i. Regional update:
 1. SE Sector Pilot Project has been in place for approximately 2 years. Further recommendations to be presented in the Patient Management Functional Group.
 2. Stroke center consortium group continues to meet.
 3. Categorization packet completed.
 - ii. Bylaws Change:
 1. MOTION: To accept the bylaws change for definition of Prehospital Care Managers as presented.
 2. ACTION: Passed unanimously

- V. State Report
 - a. There is no final budget available yet but the department is working closely with the regional councils on projections.
 - b. In early May the department will roll out a voluntary quality assurance program. It is open to any agency. There will be targeted record reviews and benchmark reports will be provided along with technical support.
 - c. Trauma: There are new Level IV trauma centers. The department hopes to increase that number with a focus on rural areas of the state. A listing of designated hospitals is available on the department web site.

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- VI. Functional Group Review
 - a. Planning and Outreach:
 - i. The conference is rapidly approaching. EMS Olympics will be delayed until the 2010 conference if there is interest expressed by the conference attendees.
 - ii. 2009 Recognition Awards: Board members present were encouraged to submit nominations for agency awards and for service awards.
 - iii. Disaster Preparedness:
 - 1. State Meetings: Next week. EMS council working on pandemic influenza plan
 - 2. County Meeting: schedules for 5/15.
 - b. Patient Management:
 - i. Transfer of Care
 - 1. Sector updates: None
 - 2. SE Sector Process Status Report: P. Nies provided a brief overview of the SE sector process and pilot project. Suggested restructure of transfer of care committee to a task force of the board including regional representation for continued review of diversion activities and issues.
 - 3. Administrative Oversight Committee Status Report: the chairs reported on the recent committee. The group recommends provision of a position paper outlining the process, benchmarks, data, and recommendations for future activities. There was also discussion about the role of the oversight committee and potential need for the group to continue in some capacity. Brief discussion about high volumes recently seen in valley emergency departments and increase in number of "divert facility" events.
 - a. MOTION: The SE Sector No-Divert pilot project be terminated and in its place a process to be defined in a position paper. This position paper will be developed by the Administrative Oversight committee and will be presented at the next board meeting.
 - b. ACTION: Passed unanimously.
 - ii. Categorization update
 - 1. The categorization matrix was distributed for review.
 - 2. Recommended changes include
 - a. Removal of Banner Thunderbird Medical Center from the list of Level I Pediatric Centers.
 - b. Reword "PCH-McDowell" to "PCH at Banner Good Samaritan Medical Center".
 - c. Remove Scottsdale Healthcare – Shea from list of Level I Pediatric Centers
 - d. Add Phoenix St. Luke's Hospital as a cardiac arrest center.
 - 3. MOTION: Accept the matrix with the above changes included.
 - 4. ACTION: Passed unanimously.
 - 5. The Chair strongly encourages the members present to review the document closely and alert the Executive Director to any changes needed.
 - iii. RED Book Update:
 - 1. Final changes will be presented at the next functional group.
 - iv. Trauma:
 - 1. PCH announced additional continuing education opportunities for perhospital and hospital personnel.
- VII. Program and Committee Reports
 - a. EMS Council: meeting 4/17
 - b. STAB: Meeting 4/16
 - c. EMSC: meeting conflict with the AEMS BOG meeting. See web site for announcements.
 - d. REMS: Review of organizational history, goals, and major activities.
 - e. Other Committees: No report
- VIII. Old Business: None
- IX. New Business
 - a. Regional Transportation: Informational presentation
- X. Call to the Public: None
- XI. Adjournment:
 - a. MOTION: Adjourn the meeting at 1:38pm
 - b. ACTION: Passed unanimously

Respectfully submitted:
Marcia Barry, AEMS Secretary