

**AEMS Board of Governors
Meeting Minutes**

August 19, 2009

Board of Governors Present: Coy Amerson; Marcia Barry, RN; Martin deMasi; Robert French, MD; John Gallagher, MD; Al Gameros; Garth Gemar, MD; Joe Gibson; Nancy Hicks-Arsenault, RN; Robert Londeree, MD; Terry Mason, RN; Roy Ryals; Charlann Staab, RN; and Laurie Wood, RN.

Distinguished Guests Present: Jeanie Culver, RN; Sandy Nygaard; Suzanne Buchanan, RN; Tom St. Mars; Tom Murtha; David Gast; Rhia Whisler; Ed Armijo; Lori Moxon, RN; Leah Sheppard; Paul Honeywell; Tracey Schlosser, RN; John Ehrman; Laura Paldino, RN; Mickey Kovach, RN; Dan Couch; Kepra Jack, RN; Alyson Welch; Mary White, RN; Cathie Heyer; Debra Hart; Victoria Upton; Barbara McDonald; Debra Hart; Linda Scroggin; Jill Ellett, RN; Sheila Bryant, RN; Barb Schaffer, RN; and Faith Shiwagawa, RN

I. Call to Order and Introduction of Guests

Meeting was called to order at 12:10 pm

II. Approval of Minutes

A motion was made to approve the June 16 meeting minutes. The motion was seconded. Discussion involved corrections to grammatical errors. The meeting minutes from June 16 were approved.

III. Executive Director's Report

Peggy Baker provided a report on her activities during July and August which included: various task relating to year end (ie filing quarterly taxes, final contract reports,etc); developing 2009-10; coordinating paperwork and distributing AEDs; and preparing for 2008-09 audit process.

IV. Board Officer's Report

Treasurer's Report – Roy Ryals

- Roy Ryals presented the year end financial reports for July 2008-09. Roy also presented the financial reports for July 2009. A motion was made and seconded to approve the Financial Reports. The Financial Reports were approved.
- The 2009-10 Budget was presented by Roy Ryals. The budget includes a \$30,000.00 reduction in State funding. A motion was made and seconded to approve the 2009-10 budget. The 2009-10 budget was approved.
- Roy facilitated discussion on whether AEMS should participate in a financial audit or financial review. Given this year's budget constraints, a financial review is more affordable than an audit. Discussion ensued on pros and cons of audit. A motion was made for AEMS to conduct a Financial Review and not an audit for the 2008-09 fiscal year. The motion also indicated that the AEMS Board of Governors will annually decide on whether to conduct a financial review or audit. The motion was seconded and approved to conduct a financial review rather than an audit for 2008-09 fiscal year.

Chair's Report - Robert Londeree, MD

- Dr. Londeree presented the Chair's Report. Dr. Londeree provided updates on Stroke Centers
- Dr. Londeree will also be participating in a meeting hosted by the Tucson Fire Department. They received a grant to examine collaborative EMS efforts statewide. All Regions have been invited to attend and present their unique collaborations. Dr. Londeree will present AEMS collaborative efforts.
- Dr. Londeree announced that there will be a Transfer of Care meeting immediately following the Board meeting. The purpose of this meeting is to continue with the reorganization of the Sectors' purpose and activities.

Elections

- Elections were held for two Board positions: Prehospital Care Manager for their hospital employer, representing a non-Trauma Center hospital AND Prehospital Care Manager for their hospital employer, representing a Trauma Center Hospital.
- The candidates for the Prehospital Care Manager, non Trauma Center hospital included: David Gast, Chandler Regional Medical Center; Kepra Jack, RN, Mercy Gilbert Medical Center; Sandy Nygaard, Gilbert Hospital; and Tracey Schlosser, RN, Banner Estrella Medical Center. The candidates for the Prehospital Care Manager, Trauma Center position included: Gabe Gabriel, RN, St. Joseph's Hospital and Medical Center; Lori Moxon, RN, John C. Lincoln – North Mountain; and Mary White, RN, Scottsdale Healthcare – Osborn.
- Mary White, RN, Scottsdale Healthcare-Osborn, was elected to the Prehospital Care Manager, Trauma Center board position. As the result of a tie between Kepra Jack, RN and Tracey Schlosser, another vote was taken. Tracey Schlosser, RN, Banner Estrella Medical Center, was elected to the Prehospital Care Manager, non-Trauma Center board position.

V. State Report

Terry Mullins with Arizona Department of Health Services, Bureau of Emergency Medical Services and Trauma System, had contacted Peggy Baker prior to the meeting to provide an update on the State budget. Terry indicated that all Region's should plan for a 20% reduction from last year's budget. Since all Regions have already reduced their 2009-10 budgets by \$30,000.00 it is expected that further reductions will not be that drastic.

VI. Functional Group Review

Planning & Outreach - Joe Gibson

- **EMS Odyssey.** Joe Gibson presented the Planning & Outreach report. The planning for the 2010 EMS Odyssey Conference has begun. The conference will be held June 3-4, 2010 at the Marriott Hotel in Mesa. The committee is in the process of identifying topics and presenters for the 2010 conference. Due to budget constraints, there will be a need to economize this conference and therefore secure local speakers All ideas and volunteers are welcome.
- **Disaster Preparedness.** Joe provided reports on the disaster preparedness activities for the State and County.

Patient Management – John Gallagher, M.D.

- **Transfer of Care - Sector Updates.** Laurie Wood, RN reported that the West Sector met to review policies and determined everything was working fine. Mickey Kovach, RN reported that the SE Sector met to create a script for all hospitals to say same thing.
- **SE Sector Process – Status Report.** No report provided.
- **Administrative Oversight Committee - Status Report.** The next meeting of the Administrative Oversight Committee will be held September 8th in Mesa.
Garth Gemar, MD presented the position paper on SE Sector's Transfer of Care Pilot Project and recommendations for future activities. Dr. Gemar presented this paper during the June Board meeting but a quorum of Board members was not available to vote on it. A motion was made to accept the SE Sector position paper and its recommendations. The motion was seconded. There was no discussion. The motion to accept the SE Sector position paper and its recommendations was approved..
- **Categorization Update.** Tim Ingall, MD with the Phoenix Stroke Consortium, discussed the Stroke Center Certification issues. Dr. Ingall began his presentation by giving a history of Stroke consortium's activities and development of stroke categorization matrix. He indicated that the Phoenix Stroke Consortium lacks time and other resources to manage stroke certification process Thus, the reason why the Joint Commission became involved with the Stroke certification process. Dr. Ingall indicated that some processes in country are self-reporting. He noted that there was a unanimous agreement in Valley to have a validated certification process for Stroke Center. Currently, they are in the midst of the process of transitioning from Phoenix Stroke consortium to Joint Commission for stroke certification. However, the Joint Commission requires hospital to be JC accredited to be certified by them for stroke. This is an obstacle for hospitals that are not JC accredited yet desire to be stroke center. A workgroup will be established to address all the issues over the next couple of months and they will be needing feedback from all the players. Dr. Ingall emphasized the importance of working with critical partners such as AEMS and DHS. A new process is needed as well as the reorganization and expansion of the consortium, which will be renamed the Arizona Stroke Commission. Dr. Ingall also expressed the need for the new consortium to look beyond Valley with stroke – rural areas also need to be included.

Board members presented many questions and ideas for Dr. Ingall about funding, applying a provisional stroke center status, and updates on workgroup meeting activities.

- Ben Bobrow, MD publicly acknowledged and thanked Dr. Ingall's work on this effort over the past 10 years, Arizona is nationally recognized as a model of care for work with Stroke Centers. Dr. Bobrow said, on behalf of the State, that DHS is committed to the Stroke Center initiatives. Dr. Ingall acknowledged the unique collaboration between Stroke community and EMS. Dr. Ingall would like to revisit with the AEMS Board in December pending substantive activities to report.

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Continued

- **RED Book Update.** Alyson Welch presented some minor changes to the Chapter 3-1 RED Book. A motion was made to accept the changes. The motion was seconded. There was no discussion. The motion to accept the RED Book Chapter 3-1 changes were approved.
- **Trauma Update.** No update provided.

VII. Program and Committee Reports

- EMS Council – *Joe Gibson*
- STAB – *Roy Ryals*
- EMSC – *Tomi St. Mars*
- REMS – Paul Nies
REMS Conference will be hosting their annual retreat in Prescott. Other Committees
- Other Committees
Paul Honeywell and Sandy Nygaard are on State committee to look at educational standards. They will be meeting over the next several months.
Dr. Gallagher reported on PMD Committee changes/recommendations

VIII. Old Business

No old business presented.

IX. New Business

No new business presented.

X. Call to Public

No public presentations..

XI. Adjournment

Motion was made to adjourn meeting. Motion seconded and approved. Meeting adjourned at 1:55pm