

AEMS Board of Governors Meeting  
February 21, 2007

MINUTES

- I. Call to order and introduction of guests: 12:05pm
- II. Approval of minutes
  - A. Motion to approve minutes as submitted: *PASSED UNANIMOUSLY*
- III. Executive Director's Report
  - A. Monthly Activities:
    1. Checks being distributed for provider assistance grants
    2. Membership drive continues
    3. Additional funding will be forthcoming for AEDs
- IV. Board Officers' Report
  - A. Chair's report (out of order from agenda) – Dr. Robert Londeree
    1. Regional update:
      - a. ACS site visit documentation proceeding
      - b. Clarification of reporting of medical information: such information will be protected by statute
      - c. EMS week will be working in conjunction with AzDHS for recognition
      - d. AzDHS has signed off the SE Pilot Project Extension Guidelines
      - e. Categorization committee met in late January and is working on checklists
        - i. General ED specialty call lists should not limit EMS providers from bringing patients. All facilities have issues with one or more specialty physician groups and may need to transfer patients for further care.
        - ii. Level 1 cardiac centers – may be a future category
        - iii. Level 1 trauma centers will work within triage criteria and state requirements.
    2. Website development/maintenance
      - a. Scott Saxman has submitted reasonable bid and has been selected to work with AEMS for assistance in the development/maintenance of website.
  - B. Treasurer's report – Roy Ryals
    1. Financial Report
      - a. Income statement as submitted
      - b. Balance sheet as submitted
      - c. P/L Budget v actual as submitted
      - d. MOTION: to accept the financial reports as submitted and accept the variance from budget.  
*PASSED UNANIMOUSLY*
    2. 2006 – 2007 Membership drive
      - a. There are agencies/facilities whose dues have not been received. Members encouraged to check list and seek compliance within their organization. Peggy Baker will email list of dues receipts and attach a membership application form.
    3. 2005 – 2006 audit
      - a. Audit firm recommended minor adjustments in recording of expenses/income.
      - b. Financial security processes being modified slightly with respect of signatures on check requests
      - c. MOTION: to approve the audit report as submitted. *PASSED UNANIMOUSLY*
    4. Welcome to SW ambulance new corporate/training facility. Tours will be provided after the board meeting for any interested parties.
- V. State Report – Dr. Ben Bobrow
  - A. Dr. Bobrow presented preliminary summary information from cardiac arrest data. Discussion regarding data points and methodology. Data will not be ready for public information until final reports and publications are finalized.
- VI. Functional Group Review
  - A. Planning/Outreach – Joe Gibson
    1. EMS Odyssey
      - a. Plans moving forward.

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- b. Brochure should be going to press next month
  - c. Focus now on vendor support – will be critical in order to maintain reasonable registration fee.
  - d. Conference will consist of general sessions and skills stations
  - e. Plans include reserving Mesa Marriott for the 2008 conference.
2. EMS week
    - a. Working with AzDHS to include EMS recognition
  3. Disaster Preparedness
    - a. EMS response to WMD: no report
    - b. State Report: updates on grant funding
    - c. County: planning for 3Q drills (reported by Starr Haney). Next meeting 5/18
- B. Patient Management – Dr. John Gallagher
1. Diversion Guidelines and EMS System update – Mary Kopp/John Ford/Paul Nies
    - a. SE Pilot Project Extension Guidelines will be included within RED book diversion chapter.
      - i. MOTION: to approve the SE Sector Pilot Extension Guidelines. *PASSED UNANIMOUSLY.*
    - b. Plan to start Diversion Task Force meetings on a quarterly basis. Info will be distributed by AzHHA.
    - c. Administrative Oversight Committee
      - i. Dr. Londeree reviewed purpose of group and ballot as published. There was lengthy discussion regarding the nominees submitted for hospital system representation. Concerns were strongly voiced that the positions held by those individuals did not represent senior administrative positions. Questions were raised as to what level individual could reallocate institutional resources and affect policy. It was pointed out that the prehospital representatives nominated represent senior management positions. It was pointed out that the initial communication was distributed at the general membership level.
      - ii. Additional Floor nominations were submitted.
      - iii. MOTION: to close nominations. *PASSED UNANIMOUSLY*

**RESULTS:**

Administrative Oversight Committee / Patient Destination Alternative Program / SE Sector Pilot Project  
Member Roster

**One Senior Level Managers from Each Hospital System in the SE Sector**

- Barb Schaffer, RN – Catholic Healthcare West
- Kathy Scott – Banner Health
- Brent Cope – IASIS

**One Senior Level Manager from a Hospital System from Outside the SE Sector**

- Nancy Hicks-Arsenault, RN – Scottsdale Healthcare

**Two Representatives from the Private Ground Ambulance Industry**

- Joe Gibson – Southwest Ambulance
- Brian Witzeman – PMT Ambulance

**One Senior Officer from a SE Sector Fire Department**

- Mary Cameli – Mesa Fire Department

**One Senior Officer from a Fire Department Outside of the SE Sector**

- Mike Duran – Phoenix Fire Department

**One Representative from an Air Ambulance Provider**

- Charlann Staab, RN – Air Evac Services, Inc.

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Two Representatives from an Emergency Department (Physician / Nurse)

- Garth Gemar, MD – Banner Thunderbird Medical Center
- Ron Cohen, MD – Banner Desert Medical Center

2. Patients in labor Recommendation – Dr. Gallagher
  - a. Issues have been brought forth regarding movement of patients in active labor throughout various hospitals.
  - b. Recommendation from Phoenix Fire: Any patient deemed to be in active labor must be accompanied by hospital designee from the emergency department to the appropriate patient care area in the hospital. It is up to the hospital to determine who that staff member will be.
3. Categorization update – see above
  - a. Next meeting will be scheduled pending feedback from committee members.
  - b. Plan is to move forward in more efficient manner. The last revision was in process for an extended period of time.
  - c. Stroke Center triage guideline
    - i. Re-clarification: Stroke centers may go on diversion for ED or Trauma only. They will remain open for EMS transports of potential stroke patients. This issue was voted on and approved in a previous Board meeting.
4. RED book update:
  - a. Diversion/Pilot guidelines will be included
  - b. Consistency with state documentation.

C. Trauma – Dr. Wachtel

1. Pre Review Questionnaire: Dr. Wachtel reviewed the document and entertained questions.
2. Any additional input is welcome and can be submitted to AzDHS.
3. The Board thanked Dr. Wachtel for the significant effort put forth in the preparation of the document.

VII. Program and Committee Reports

- A. EMS Council – Dr. Gallagher
  1. Changes in drug box items were reviewed. Information is available through AzDHS minutes
- B. STAB – Roy Ryals
  1. preparation for state visit reviewed above
- C. Other committees
  1. no reports

VIII. Old Business – NONE

IX. New Business

- A. Questions regarding reporting structure for new oversight group. Discussion regarding role of this group as a response to the board approval of the pilot project. The Oversight Group will formally report to the Board but it is expected that members of that group will maintain an active role in the Diversion Task Force. AzDHS will be queried as to their role in the oversight group as an ex-officio member. Further discussion occurred regarding recent incidences of multiple hospitals on diversion. As of 2/25/07 the pilot extension will be in effect and there will be educational sessions at the hospitals regarding clarification of the use of Code Purple as the safety valve.

X. Call to the public: None

XI. Adjournment: 2:05pm