

**AEMS Board of Governors Meeting**  
**June 18, 2008**  
**Southwest Ambulance, 708 West Baseline Road, Mesa AZ**  
**Minutes**

Board of Governors in Attendance: Coy Amerson; Peggy Baker; Marcia Barry, RN; Amanda Chambers, RN; Robert French, MD; John Gallagher, MD; Garth Gemar, MD; Joe Gibson; Debbie Johnston; Mary Kopp, RN; Robert Londeree, MD; Terry Mason, RN; Roy Ryals; and Laurie Wood.

Distinguished Guests in Attendance: Noreen Adlin; Ed Armijo; Deb Brown; Sheila Bryant; Mike Burkher; Ron Cohen; Vicki Conditt; John Ford; David Gast; Nancy Hicks-Arsenault; Kepra Jack; Mickey Kovach; Paul Nies; Tracey Schlosser; Tina Sheppard; Linda Scroggins; Vicki Upton; Faith Whipple; and Mary White

- I. Call to order and introduction of guests
  - a. Meeting called to order at 12:13pm
  - b. Guests introduced per attendance record
  
- II. Approval of Minutes:
  - a. Minutes were recreated as a result of computer crash
    - i. MOTION: Accept minutes as presented
    - ii. ACTION: Passed unanimously
  - b. Discussion: Secretary Chuck Montgomery has submitted his resignation from position. Need for official secretary discussed. Marcia Barry's name submitted from the floor.
    - i. MOTION: Close nominations
    - ii. ACTION: Passed unanimously
    - iii. MOTION: Approve Marcia Barry as Secretary to the Board.
    - iv. ACTION: Passed unanimously
  
- III. Executive Director's Report
  - a. Annual Odyssey Conference has concluded. Special thanks from Executive Director to BEMS for allowing use of provider assistance funding for creation of rural scholarships. Conference was viewed as successful by committee and participants.
  - b. Year end processes are active (end of year 6/30/08). Documentation of contract deliverables is being reviewed and finalized.
  - c. Recently purchased computer experienced significant malfunction in operating system. This has resulted in a need to recreate the email and contact lists. Members present are encouraged to review the existing list and complete as they are able.
  
- IV. Board Officers Report
  - a. Treasurer's Report
    - i. Preliminary conference data indicates financial success. Final financial review will be provided at the next meeting.
    - ii. Financial Report distributed including Profit/loss statement, balance sheet and year-to-date budget
      1. MOTION: Approve the financial report as presented and accept any variance from budget as noted.
      2. ACTION: Passed unanimously
    - iii. Membership drive
      1. General discussion of use of PayPal for membership dues. Recommendation that the discussion be taken to the executive committee.
  - b. Chair's Report
    - i. General discussion of increased support from hospital administration in east sector pilot project.
    - ii. Presentation of Service Awards for those members who were unable to attend the conference and awards presentation.
  
- V. State Report
  - a. There has been a request to form a standing committee to evaluate the following: EMT cert levels, requirements that Paramedic training programs be credentialed, and restructuring education programs to reflect changes in education requirements.
  - b. The second meeting was held re: EMS data analysis
  - c. Data/Action meeting to be held 9/19 following the EMS Council.

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- VI. Functional Group Review
- a. Planning/Outreach
    - i. Strategic Plan: Will be available at the next meeting
    - ii. EMS Odyssey Summary
      - 1. Special thanks to David McCarthy and group for the significant increase in vendor support
      - 2. Some changes with general logistics at next conference.
      - 3. Same hotel next year
      - 4. Planning for '09 conference has already begun.
    - iii. EMS Week
      - 1. Review of recognitions and reception for Service awards and Aces of Hearts awards.
    - iv. Disaster Preparedness
      - 1. No news from City/State
      - 2. Central Region meeting to be held on 7/25
      - 3. Maricopa Regional meeting to be held on 8/15
  - b. Patient Management
    - i. Transfer of Care (FKA Diversion) activities and EMS System Update:
      - 1. Subgroup met with Tim Singleton to evaluate EMS System options. Will complete assessment of applicability of new functions after user group meeting (9/08).
      - 2. ERCP: Beta sites are on hold because of recent acquisition of vendor by another company
      - 3. SE Sector Pilot Project: Ongoing discussion regarding expansion of project into other sectors. There is a need to review data points and information. General discussion regarding future of oversight committee and options of merging with transfer of care committee.
      - 4. Administrative Oversight Committee Status Report
        - a. Group met on 5/13 and 6/17. Primary issues have been to drill down and assess data for distribution. The committee has identified a need to document and quantify perceived system improvement.
          - i. Specific data points include offload/transfer of care times and divert facility status.
          - ii. Other questions that have been brought up in the committee include:
            - 1. Can ambulance or Ems transport companies/agencies demonstrate that response times have improved?
            - 2. Membership changes have impacted the group.
              - a. Request by the Oversight Committee to add 2 additional ad hoc members to gain better representation from hospital systems in the SE sector
              - b. MOTION: Add 2 ad hoc members to the SE Sector Oversight Committee
              - c. ACTION: Passed unanimously.
        - b. Next meeting: Tuesday 9/12 at the Mesa Fire Department Administrative offices at 40 N. Center, Mesa, AZ
    - ii. Categorization Update
      - 1. Cardiac Interventional Facilities: update of capabilities of Arizona Heart Hospital
        - a. MOTION: Approve Arizona Heart Hospital as a Cardiac Interventional Center and add to the categorization matrix.
        - b. ACTION: Passed unanimously
      - 2. Cardiac Arrest Center Initiative – no action
        - a. DHS is working to formalize list of centers. Several hospitals are completing hypothermia protocols and will be added to the list.
    - iii. RED Book update: Will be presented at the next meeting
    - iv. Trauma Update:
      - 1. PCH will be on-line as a Level 1 Trauma Center at 8am on 7/21.

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- VII. Program and Committee Reports
  - a. EMS Council and MDC: Special meeting was held on 6/4 to operationalize HB 2365. Specific need to identify processes for EMS to deliver appropriate patients primarily to Banner Heart Hospital. Next meeting will be on 9/19/08
  - b. STAB: No report
  - c. EMSC: Discussion ensued about pediatric standards statewide.
  - d. REMS: Significant educational activity in east valley in skilled nursing facilities to improve interactions. Presentation was provided by Mesa Fire to key facilities. Will expand to other east valley communities.
  - e. Other Committees: No report
  
- VIII. Old Business: None
  
- IX. New Business: None
  
- X. Call to the public: None
  
- XI. Adjournment:
  - a. MOTION: To adjourn the meeting at 1:26pm
  - b. ACTION: Passed unanimously.