AEMS Board of Governors Meeting
December 16, 2015
Minutes

Board of Governors in Attendance: Peggy Baker; Marcia Barry, RN; Dan Bramble; Larry Contreras; Paul Dabrowski, MD; John Gallagher, MD; Garth Gemar, MD; Joe Gibson; Robert Londeree, MD; Terry Mason, RN; Mark Nichols; Ginny Orcutt, RN; Tracey Schlosser, RN; Mary White, RN; and Laurie Wood, RN

Distinguished Guests in Attendance: Bill Daniell; Ryan Herold, RN; Brian O'Leary; Mickey Kovach, RN; Michael Naehrbass; Daniel Didier; Jodi Ropte, RN; Joseph Early; Karla Good, RN; Sheila Bryant, RN; Willie Haro; Tricia Davison; Suzanne Buchanan, RN; Shannon Dunn, RN; Tracy Moroney, RN; Mark Nichols; Alyson Welch; Monique Lind; Kelly Cracraft; Kyle Henson; Linda Temple; Gail Bradley, MD; and Linda Scroggin

I. Call to order and introduction of guests: 12:18
   a. Failure to achieve quorum
      i. Any discussion will need to be reviewed at such time as a quorum is present
      ii. All action items will be deferred until a quorum is present
   b. Brief moment of silence for the helicopter crew lost in the recent crash
II. Approval of minutes: Deferred
III. Executive Director's report:
   a. Monthly activities
      i. Submission of all required tax reports
      ii. Coordination of meetings
      iii. Finalization of 2016 Functional Group and Board meetings: Phoenix St. Luke's
      iv. Coordination of Executive Committee meeting
      v. Assistance with Task Force on Bylaws Revisions
      vi. 2016 Odyssey
         1. Revised sponsor/exhibitor materials
         2. Information to be published in January 2016
         3. Discussion regarding Health Fair
   b. Membership drive
      i. Application will be available on website and hard copy form
      ii. Encouraged Board Members present regarding membership submission for individuals and organizations
   c. AzDHS Contract 2015-2016 status
      i. Contract in place with slight increase in funding for education
IV. Board Officers' reports:
   a. Treasurer's report
      i. Financial reports: Brief review of reports
         1. ACTION: Deferred due to absence of quorum
   b. Chair's report
      i. Executive Committee report:
         1. Review of positions as individuals transition to different roles
         2. Bylaws: Update group has met twice and anticipate one more meeting
         3. Orientation will be scheduled for new board members
         4. Target to have a meeting in the spring to focus on board activities for the coming year
      ii. AEMS Committee reports: to be covered later in the agenda
      iii. Regional Update report: None
      iv. Board Elections: Deferred due to absence of quorum
V. State Report
   a. BEMSTS Activities and Updates: No report due to absence of quorum
   b. SHARE update: No report due to absence of quorum
   c. The Arizona Pre-hospital Information and EMS Registry System (Az-PIERS) updates: No report due to absence of quorum
VI. Functional Group Review
   a. Planning and Outreach
      i. 2016 EMS Odyssey Conference
         1. Dates: 6/8/16-6/10/16
         2. Schedule being finalized and due for publication after the 1st of the year
         3. 2016 EMS Recognition Awards
            a. Aces of Hearts: Kick off in February, 2016
            b. Heart to heart
            c. Nominations will be accepted after 1/1/16
         4. Disaster Preparedness: Review of conference and regional/state meetings
            a. Conference focusing of pediatric preparedness
         5. Rural Outreach: Work on establishing dialogue with rural stakeholders to assure that issues are appropriately represented
   b. Patient Management:

i. Transfer of Care and EMSystem Update
   1. Sector reports: West sector reports and increase in diversion hours since the previous board meeting
   2. Administrative Oversight Committee – Status report
      a. Recent meeting held on 12/8/15
      b. Diversion hours: 12 hours in October and 26.8 in November
      c. Issues of multiple facilities on diversion due to increase in volume/acuity.
      d. Offload times: discussion if the mean offload times >20 minutes as a target will result in some facilities having difficulty meeting the goal. Current results show that 90% of offloads are occurring in less than 30 minutes.
      e. Behavioral Health: Information provided by the facilities reflects a lower use of sitter hours
      f. Review of Oversight Committee goals and functions to be discussed at upcoming meetings.

ii. Categorization Update: No new updates. Plan to discuss pediatric preparedness in future meetings.

VII. MEETING UPDATE: QUORUM ACHIEVED

a. Review of discussions above for all members present
b. Action Items
   i. Minutes
      1. MOTION: Approve the minutes as presented
      2. ACTION: Passed unanimously
   ii. Financial Reports
      1. MOTION: Approve as presented
      2. ACTION: Passed unanimously
   iii. Board Elections
      1. Positions:
         a. Emergency Physician from a Non-Trauma Center Hospital
         b. EMT-Basic (EMT-B), serving in a predominantly non-administrative capacity
         c. Review of nominees and request for any other nominees from the floor
            i. MOTION: Close the ballot
            ii. ACTION: Passed unanimously
      2. Election results:
         a. Gail Bradley, MD, Emergency Physician from a Non-Trauma Center Hospital
         b. Michael Naehrbass, EMT-B serving in a predominantly non-administrative capacity
         c. MOTION: Destroy the ballots
         d. ACTION: Passed unanimously

VIII. Continuation of Functional Groups

a. Patient Management continued:
   i. RED Book Update: Next CPR Academy 3/2-3/2016
      1. MOTION: Approve updates as presented
      2. ACTION: Passed unanimously
   ii. Stroke Center Update
      1. Update for state system
         a. New 501(c) 3 board has been formed to oversee statewide system of care for stroke patients
      2. Phoenix Stroke Workgroup – recent meeting on 12/4/15
         a. Review of quality parameters
         b. Review of facility data to update status
         c. Future meetings will be held quarterly
      3. Discussion of reporting format for paramedic FAST scores
   iii. EPCR: No report
   iv. Behavioral Health: As noted earlier in the meeting regarding reduction in sitter hours reported by facilities. Also, a new Behavioral Health facility has opened in Florence

IX. Program and Committee Reports

a. EMS Council: next meeting 1/21/16
b. STAB: next meeting 1/21/16
c. EMSC: No report
d. PMD: Review of medication discussion
e. Community Integrated Paramedicine: No report
f. REMS/ROCC: brief discussion of activities
g. Phoenix/East-West Valley consortiums:
   i. West Valley met on 12/2 to finalize protocols for January publication
h. Other: None

X. Old business: None

XI. New business: None

XII. Call to the public: None

XIII. Adjournment: 1:20pm