

**Central Minnesota EMS Regional Advisory Committee
Meeting Minutes
September 20, 2004, 6:30-8:30 p.m.
Stearns County Administration Center, St. Cloud MN**

Present (Advisory Committee): Doug Brinkman (Benton), Todd Fisk (Chisago), Kevin Lee (Crow Wing), Misty Lemke (Todd), Paul McIntyre (Stearns), Eric Myhra (Cass), Sean Rifenberick (Sherburne), and Jane Smalley (Morrison)

Present (Alternates): Bill Wilson (Wadena)

Stearns County Staff: Tracy Ludwig (EMS Assistant), and Kim Thon (EMS Coordinator)

Guests: Don Sheldrew (CISM Coordinator), and Jim Struwve (Isanti Fire)

Absent: David Eubanks (Kanabec), Marge Fagerstrom (Pine), Robert Matzke (Mille Lacs), Randy Polzin (Isanti), Greg Stassen (Wright), and Ronald Stokes (Wadena)

Welcome/Introductions

The September 20, 2004, Central Minnesota EMS Regional Advisory Committee Meeting was called to order at 6:35 p.m. by Chair, Todd Fisk. The meeting began with introductions.

Review of Revised Agenda

A motion was made by Sean Rifenberick to approve the September 20, 2004, Central MN EMS Region Advisory revised agenda. Bill Wilson seconded the motion. Motion carried.

Approval of Minutes

A motion was made by Jane Smalley to approve the July 19, 2004, Central MN EMS Region Advisory Meeting Minutes. Misty Lemke seconded the motion. Motion carried.

Update Central Lake Search and Rescue

There was no discussion on this at the meeting, since Randy Polzin was not in attendance. Item is tabled until November 15, 2004 meeting.

Update Sauk Centre MNSTAR request

Paul McIntyre stated Sauk Centre Ambulance did not need our assistance. No action was taken on the matter.

HRSA Regional Hospital Bioterrorism Grant FY03

Kim shared the following information on the distribution of the FY03 grant. To date, the region has trained approximately 1,000 people, and purchased over \$100,000 worth of terrorism preparedness equipment. EMS Agencies need to complete a shipping address form to receive their equipment from Fisher Safety. Both the Chisago and Todd County Advisory representatives mentioned they may be interested in having their counties' BT equipment shipped to their work location, then would distribute to county first responders. Kim reminded them to be sure they had adequate storage space for the large delivery of items. Kim also asked that they contact her as to their preference. The region is holding the second round of trainings, which include HAZMAT, and START Triage training. These trainings will be completed in October 2004.

BT Committee Report

Paul led a discussion from the BT Committee that met prior to the Advisory Committee meeting. The committee discussed the following: FY04 BT funding, equipment and training. Chuck Lonien (EMSRB) was in attendance and shared that they were in the process of making training videos to disburse to agencies. The committee will table the following ideas until the November meeting: disaster trailers, Train-the-Trainer, County Emergency Managers training using Homeland Security grants, setting dollar amounts for each agency or each county to provide their own training, N95 fit testing, and proper use and training on BT equipment.

Program Review

EMS Training Reimbursements 2004/05 (handout)

A motion was made by Bill Wilson to remove WMD, NIMS/ICS, Hazmat Awareness and START from the 2004/05 training application and reimburse the remaining courses up to 50% of the average cost determined from data gathered from region training institutions. Jane Smalley seconded the motion. Motion carried.

EMS Agencies (handout)

A motion was made by Jane Smalley to approve the 2004/05 EMS Agency Training application with the above changes. Paul McIntyre seconded the motion. Motion carried.

Hospital (handout)

A motion was made by Paul McIntyre to approve the 2004/05 Hospital Training application. Jane Smalley seconded the motion. Motion carried.

EMS Equipment Reimbursements 2004/05 (handout)

A motion was made by Paul McIntyre to approve the 2004/05 Equipment application with the change of combining the AED/Batteries/Supplies together

and allowing each agency to be awarded up to \$700 for reimbursement items. Bill Wilson seconded the motion. Motion carried.

Kim thanked the Advisory committee for the approvals and stated the training and equipment applications will be sent out in the next few weeks.

AED Grant 2004 update

Kim has not heard what the Central Region is being awarded in FY04. FY03 went well using the AED committee and recommends using the same format this year.

Safe Communities Grant FY03 Update

Kim handed out pictures of the Safe Community billboards posted in Cass, Morrison, Kanabec, and Isanti counties. Kim stated that in addition to the billboards, remaining dollars would be used to print posters and mouse pads.

CISM

Don reported that it has been busy since the last Advisory meeting. He attended the EMS Medical Director Conference in Alexandria and had a discussion with teams having difficulty recruiting mental health members. That is not so in this region. Don feels the team is doing a great job, and suggested we consider adding more members. A motion was made by Bill Wilson to lift the moratorium on adding new members set by the Board a year ago. The recommendation will be forwarded to the EMS Region Board. Jane Smalley seconded the motion. Motion carried.

Regional Medical Director Report

No report was given. Dr. Thomas was not present.

Structure of terms for Regional Medical Director Position

Kim shared information on Dr. Mari Thomas' attendance at past meetings. The committee feels the position needs to be filled with a Medical Director (MD) that will attend EMS Region Board meetings, EMS Advisory Committee meetings, state level meetings, and answer general consultation questions. The Advisory Committee will seek out interested Medical Directors. A motion was made by Eric Myhra to recommend the EMS Region Board change the MD term from ongoing to a 3-year term in the next RFP. This would provide the region with a new MD every three years and would provide a change in new perspectives, etc. Paul McIntyre seconded the motion. Motion carried. Kim will talk with Dr. Thomas before the Board meeting Friday, October 29, 2004.

EMS Week

Kim led a discussion on EMS Week and asked about ideas for EMS week; what works well, should the region sponsor picnics, lunches or dinners? Further

discussion was that EMS Advisory Committee members sponsor items for donation/drawings at the meals. Kim will be looking at the budget and will let the committee know what dollar amounts can be used toward EMS week. A decision on EMS week will be determined as the date draws closer.

Adjournment

A motion was made by Jane Smalley to adjourn the September 20, 2004, Central MN EMS Region Advisory Committee meeting. Misty Lemke seconded the motion. Motion carried. Meeting was adjourned at 7:55 p.m.

- ◆ **Next meeting:** Scheduled for November 15, 2004
- ◆ **Location:** Lakes Region EMS, Lake Branch, MN

Respectfully submitted,

Tracy Ludwig
Regional EMS Assistant