

**Central MN EMS Region Advisory Committee
Meeting Minutes
Monday, May 16, 2005
Long Prairie Hospital, Long Prairie, MN**

Present (Advisory Committee): David Eubanks (Kanabec), Marge Fagerstrom (Pine), Kevin Lee (Crow Wing), Misty Lemke (Todd), Paul McIntyre (Stearns), Eric Myhra (Cass), Brian Nord (Wright), Sean Rifenberick (Sherburne), and Bill Wilson (Wadena)

Present (Alternates): JoAnn Gray (Pine), and Kelly Saarela (Todd)

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

Guests: Mark Blessing (Todd County Commissioner), Greg Goetze (Dalbo Fire Department), Dr. Mari Thomas (Regional Medical Director), and Donald Weniger (Wadena County)

Absent: Doug Brinkman (Benton), Todd Fisk (Chisago), Robert Matzke (Mille Lacs), Randy Polzin (Isanti), and Jane Smalley (Morrison)

Welcome/Introductions

The May 16, 2005, Central MN EMS Regional Advisory Committee Meeting was called to order at 6:36 p.m. by Vice-Chair, Paul McIntyre. The meeting began with introductions.

Review of Agenda

A motion was made by Sean Rifenberick to approve the May 16, 2005, Central MN EMS Region Advisory agenda. Misty Lemke seconded the motion. Motion carried.

Approval of Minutes

A motion was made by Misty Lemke to approve the March 21, 2005, Central MN EMS Region Advisory minutes. Sean Rifenberick seconded the motion. Motion carried. Marge Fagerstrom abstained.

Review of EMS Week Activities

- Todd County is holding a recognition banquet dinner with speaker.
- Stearns County is holding several dinners sponsored by Gold Cross.
- Sherburne County is holding a barbeque dinner.
- Cass County is sponsoring a Hardee's slammer night.
- Crow Wing County has open houses in Pine River and Aitken.

- Pine County is holding a recognition dinner in partnership with the hospital.

Kim stated the EMS Region would reimburse agencies for EMS Week activities up to \$100.00 per agency and receipts are due into the region by June 1, 2005.

Kim passed around a First Annual EMS family day flyer from the Minnesota Twins for the Saturday, May 21, 2005 game. She encouraged EMS providers to go and be honored at the game.

HRSA Regional Hospital BT Grant FY04

Paul McIntyre shared the results of the BT Committee discussion and recommendations. The committee's decision was to purchase 4 fully stocked EMS equipment trailers and Mass Casualty Incident (MCI) bags for ambulance services in need.

Misty Lemke made a motion to move forward with the BT committee's recommendation to purchase 4 fully stocked equipment trailers. Sean Rifenberick seconded the motion. Motion carried.

A memorandum of understanding will be developed for agencies housing the trailers. More discussion was held on how agencies will use the trailers. Further discussion was held on where the stocked trailers will be placed in the region. Kim shared that Cass County and Stearns County already acknowledged that they would like to store 2 of the 4 trailers. Kim passed around some hand outs on where similar trailers are already placed in the region. This topic will be tabled until the next meeting in July, 2005.

Misty Lemke made a motion to purchase MCI bags for each ambulance service (20 services X \$120/bag) that needed them. Eric Myhra seconded the motion. Motion carried.

MNSCU Blended e-learning pilot

At the March 21, 2005, Advisory meeting this item was tabled. Kim shared that Howard Lake-Waverly-Winsted Schools (Wright County) has students signed up for the class, Fall 2005. EMS members felt strongly that a mentoring program be put into place along with e-learning curriculum. Eric Myhra made a motion to fund \$100 per seat for the Fall 2005 MNSCU Blended e-learning pilot First Responder course to be held at Howard Lake-Waverly-Winsted Schools in Wright County. Brian Nord seconded the motion. A roll call vote was requested: (Benton) absent, (Cass) Yes, (Chisago) absent, (Crow Wing) No, (Isanti) Yes, (Kanabec) No, (Mille Lacs) absent, (Morrison) absent, (Pine) No, (Sherburne) Yes, (Stearns) No, (Todd) Yes, (Wadena) Yes, and (Wright) Yes. Motion carried; 6 yes, 4 no.

Region Program Update Training/Equipment

The deadline for all training and equipment bills to the region is June 1, 2005. This has been a higher than average year of training and equipment requests. Special equipment requests were brought forward for approval: Richmond Fire-stair chair, and Kanabec Hospital Ambulance-pulse oximeter. Paul McIntyre made a motion to approve reimbursement for these special purchases. Misty Lemke seconded the motion. Motion carried.

AED Grant 2004-05

Kim shared with the Advisory members the status of the AED Grant. Since there were a few agencies that did not want to accept the AED Grant monies, Misty Lemke made a motion to share the remaining AED Grant dollars equally toward those agencies that were originally awarded \$500. JoAnn Gray seconded the motion. Motion carried.

2005-07 RFP Renewal

Kim reports that the 2005-07 RFP Renewal has been completed and submitted to the EMSRB for final approval. Kim thanked everyone for their letters of support.

Regional MD Report

Dr. Thomas shared the Medical Director's Standing Advisory Committee meeting is scheduled to be held Thursday, May 19th. Dr. Thomas and Kim will be meeting to address moving forward with the Medical Director's Luncheon.

CISM

Don Sheldrew was not in attendance. Kim reported that the CISM team is moving forward with adding new members to the team and basic training will be held on June 4 & June 16, 2005. The Region will be able to fund half the cost of the class. Eric Myhra shared that the agencies in Cass County were happy to be able to use the CISM services after the recent incident in their community.

Other

Paul McIntyre shared that he attended the Board to Board Luncheon in the metro area. He said it was well structured and well attended.

AED in schools-guest speaker

Paul McIntyre talked about Project Adam. He would like to have a guest speaker for the July 2005 meeting.

Outgoing Advisory Committee Members

Kim thanked the outgoing Advisory members for their hard work and dedication to the Central Region: Todd Fisk (Chisago), Kevin Lee (Crow Wing), Randy Polzin (Isanti), Marge Fagerstrom (Pine), and Jane Smalley (Morrison). Kim

reminded the leaving members that they need to have their Board member appoint a new member and their term will start on July 1, 2005.

Adjournment

A motion was made by Sean Rifenberick to adjourn the May 16, 2005, Central MN EMS Region Advisory Committee meeting. Brian Nord seconded the motion. Motion carried.

- Next meeting: Scheduled for Monday, September 19, 2005
- Location: Morrison County Government Center, Little Falls

Respectfully submitted,

Tracy A. Ludwig
Regional EMS Assistant