

**Central MN EMS Region Advisory Committee  
Meeting Minutes  
Monday, September 19, 2005  
Morrison County Government Center, Little Falls, MN**

**Present (Advisory Committee):** Andy Andrews (Pine), Mike Baumann (Kanabec), Bob Carlson (Chisago), Greg Goetze (Isanti), Bill Kronstedt (Crow Wing), Misty Lemke (Todd), Paul McIntyre (Stearns), Eric Myhra (Cass), Brian Nord (Wright), and Don Weniger (Wadena)

**Present (Alternates):** Brad Bennett (Benton), and Randy Polzin (Isanti)

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

**Guests:** Mark Blessing (Todd County Commissioner), Don Sheldrew (CISM Coordinator), and Dr. Mari Thomas (Regional Medical Director)

**Absent:** Robert Matzke (Mille Lacs), and Sean Rifenberick (Sherburne)

**Welcome/Introductions**

The September 19, 2005, Central MN EMS Regional Advisory committee meeting was called to order at 6:35 p.m. by EMS Coordinator, Kim Thon. Kim welcomed the new Advisory members to the committee. They included: Andy Andrews (Pine), Mike Baumann (Kanabec), Greg Goetze (Isanti), William Kronstedt (Crow Wing), Katie Strandberg (Morrison), and Don Weniger (Wadena). The meeting began with introductions.

**Membership Terms**

Kim reviewed the Advisory Committee Operating Procedures. The term of office for each officer shall be 1 year.

**Election of Chair**

A motion was made by Misty Lemke to nominate Eric Myhra for Chair. Brian Nord seconded the motion. Motion carried.

A motion was made by Brian Nord to have Chair, Eric Myhra sign the Advisory Committee Operating Procedures. Don Weniger seconded the motion. Motion carried.

**Election of Vice-Chair**

A motion was made Andy Andrews to nominate Misty Lemke for Vice-Chair. Don Weniger seconded the motion. Motion carried.

### **Election of Secretary-Treasurer**

A motion was made by Misty Lemke to nominate Mike Baumann for Secretary-Treasurer. Andy Andrews seconded the motion. Motion carried.

### **Call Meeting to order**

The September 19, 2005 Central Minnesota EMS Region Advisory Committee meeting was called to order at 6:37 p.m. by Chair, Eric Myhra.

### **Review of Agenda**

A motion was made by Misty Lemke to approve the September 19, 2005, Central MN EMS Region Advisory agenda. Don Weniger seconded the motion. Motion carried.

### **Approval of Minutes**

A motion was made by Paul McIntyre to approve the May 16, 2005 Central MN EMS Region Advisory minutes. Misty Lemke seconded the motion. Motion carried.

### **Region program in review**

Kim Thon gave a power-point presentation to the Advisory Committee on the "use of programs by county from 2001-present".

- The region currently has 300 EMS agencies. In the year 2004, 53% of EMS agencies used regional programs, with the most popular programs being: training, equipment, HRSA BT, CISM and Region web page.
- Grant dollars that have been received since 2001 include: AED grant \$127,500 (over 80 AED's placed in region along with AED training), HRSA hospital BT grant \$221,000 (PPE/PAPRS/training/ EMS trailers & equipment), Safe Communities grant \$15,000 (1 year-development of EMS billboards). Total grants awarded to the Central Region since 2001 has been \$363,500. Considering the decreasing seatbelt revenue, all of these dollars have gone directly to EMS.

### **Review and discussion of Programs**

Kim asked that the Advisory committee determine what programs should move forward and what programs should be put on hold for later review. The Advisory committee's decision was to focus on the following: CISM and training.

Greg Goetze made a motion to focus on CISM and training for one year. Bob Carlson seconded the motion. After further discussion a voice vote was taken: Benton yes, Cass no, Chisago yes, Crow Wing no, Isanti Yes, Kanabec no, Mille Lacs not in attendance, Morrison no, Pine yes, Sherburne not in attendance, Stearns yes, Todd yes, Wadena no, Wright no. Total vote count: yes 7, no 5. Motion carried.

### **Training Applications FY06**

Kim passed around the FY05 training application for review. After further discussion, Andy Andrews made a motion that First Responder Initial and Refresher, EMT Initial and Refresher and CPR Instructor (one per agency limit) are included as this years training opportunity. Mike Baumann seconded the motion. Motion carried. START training will be reimbursed through HRSA dollars.

Due to decreased revenue, Misty Lemke made a motion not to reimburse hospital agencies for training FY06. Brian Nord seconded the motion. Motion carried.

### **Equipment Applications FY06**

The Advisory Committee decided against that the equipment application be placed on hold for one year.

Kim shared that there will be about \$10,000 coming back from the EMSRB this year in unused volunteer EMT training funds. Paul made a motion to bring this back to the Advisory committee when we have received it to determine where the money should be placed. Misty Lemke seconded the motion. Motion carried.

### **e-Learning First Responder-Wright County**

Kim shared that Howard Lake-Waverly-Winsted Schools (Wright County) has 23 students signed up for the class, Fall 2005. The region will pay the cost of \$100 per student fee as well as assist with establishing a mentorship program.

### **HRSA Regional Hospital BT Grant FY04**

Paul McIntyre updated the Advisory committee on the EMS trailer project. These trailers will be stocked with basic level supplies. Discussion is that these will be placed in Stearns County (St. Cloud), Cass County (Pine River), and Sherburne County (Big Lake) areas. A Memorandum of Understanding is still being developed and also the need for volunteers to assist with building shelves and stocking supplies.

### **HRSA grant dollars/programs-Kim Thon**

Kim passed around the HRSA Priority Area #3 handout. Priority #3 focuses on ambulance surge capacity as well as developing strike teams. More discussion will take place once more information is collected on how to move forward.

### **Regional MD Report**

Dr. Thomas shared information on the annual Medical Director's retreat held in Alexandria. She and Kim will be meeting throughout this grant year to begin planning for next year's Medical Director luncheons. The idea is to hold the luncheon twice/year to allow for improved involvement and education. Brian

Nord made a motion that the region should move forward with planning a medical director's luncheon/and or sending out a questionnaire asking what the interest for attendance. Paul McIntyre seconded the motion. Motion carried.

### **CISM**

Don Sheldrew stated the team is ahead of last year in debriefing's. Most of the debriefings have consisted in high profile debriefings. Don was able to use some HRSA dollars to assist with advanced training for the team.

Don asked the Advisory committee if they would permit the region to assist with debriefing those returning from the hurricane devastated region. After further discussion, the committee agreed the CISM team go ahead with assistance. Don will contact the team and organize a debriefing.

### **Other**

#### **FY06 AED Grant-Kim**

Kim shared the Central MN EMS Region has been awarded \$17,500 through the HRSA Federal Rural AED grant and EMSRB, to assist in placing AED's to agencies in rural communities that do not have an AED. The Region will be mailing out applications by the end of December, 2005.

#### **Mileage discussion**

The Advisory committee agreed to be paid either a per diem or mileage to meetings, whichever is greater for one year. The changes will be made to the By-Laws.

#### **Adjournment**

A motion was made by Don Weniger to adjourn the September 19, 2005, Central MN EMS Region Advisory Committee meeting. Misty Lemke seconded the motion. Motion carried.

- Next meeting: Monday, November 21, 2005
- Location: Stearns County Administration Center, St. Cloud, MN

Respectfully submitted,  
Tracy A. Ludwig  
Regional EMS Assistant