

**Central MN EMS Region Advisory Committee
Meeting Minutes
Monday – September 18, 2006
Stearns County Administration Center, St. Cloud, MN**

Board: (☒ = present; ☐ = not present)

- | | | |
|--|---|--|
| <input type="checkbox"/> Andy Andrews/Pine | <input checked="" type="checkbox"/> Misty Lemke/Todd | <input type="checkbox"/> Sean Rifenberick/Sherburne |
| <input type="checkbox"/> Doug Brinkman/Benton | <input type="checkbox"/> Robert Matzke/Mille Lacs | <input type="checkbox"/> Katie Strandberg/Morrison |
| <input type="checkbox"/> Bob Carlson/Chisago | <input checked="" type="checkbox"/> Paul McIntyre/Stearns | <input checked="" type="checkbox"/> Don Weniger/Wadena |
| <input type="checkbox"/> Greg Goetze/Isanti | <input checked="" type="checkbox"/> Eric Myhra/Cass | <input type="checkbox"/> vacancy/Kanabec |
| <input checked="" type="checkbox"/> Bill Kronstedt/Crow Wing | <input type="checkbox"/> Brian Nord/Wright | |

Alternates: (☒ = present; ☐ = not present)

- | | | |
|---|--|--|
| <input type="checkbox"/> Brad Bennett/Benton | <input checked="" type="checkbox"/> Joe Hellie/Stearns | <input type="checkbox"/> Jill Sawyer/Kanabec |
| <input type="checkbox"/> Bill Bernhjelm/Cass | <input type="checkbox"/> Gary Peterson/Sherburne | <input type="checkbox"/> Jane Smalley/Morrison |
| <input type="checkbox"/> John Daher/Chisago | <input type="checkbox"/> Randy Polzin/Isanti | <input type="checkbox"/> Allen Smith/Crow Wing |
| <input checked="" type="checkbox"/> JoAnn Gray/Pine | <input type="checkbox"/> Jim Roxbury/Mille Lacs | <input type="checkbox"/> Bill Wilson/Wadena |
| <input type="checkbox"/> Rollie Helgeson/Wright | <input type="checkbox"/> Kelly Saarela/Todd | |

Guests: Commissioner Mark Blessing (Todd County), Kim Thon (Central EMS Specialist), Dr. Mari Thomas (Regional Medical Director), Don Sheldrew (CISM), Gary Pearson (North Memorial Transportation), and James Murphy (Life Link)

Region Staff: Scott Miller (EMS Region Coordinator) and Gay Sikkink (EMS Region Assistant)

Call Meeting to Order

The September 18, 2006 Central MN EMS Regional Advisory Committee meeting was called to order at 7:10pm by the Chair, Misty Lemke. There was not a quorum at this meeting. Therefore, no official actions were taken.

- **Review of Agenda**
No additions were made to the agenda.
- **Approval of Minutes**
No revisions to the minutes were noted. Approval will be carried forward to November meeting.
- **Introductions**
EMS Assistant Gay Sikkink was introduced to the Advisory Committee.

Approval of Operating Procedure Change

- No action taken, move to November meeting

Training Reimbursement Program

- Last year \$65,568 was reimbursed for training.
- Last year the plan funded FR, FR-R, EMT, EMT-R, CPR-I, START.
- We are currently getting calls for next year's plan.
- Unused funding does roll-over to the subsequent year.

- It was recommended for FY 2007 to follow the same program as FY 2006; but to drop the reimbursement amounts to 25% and to make it as easy as possible for users.
- Unofficial recommendation to specifically include Ambulance services in the Training Reimbursement Program.
- Advisory Committee unofficially recommended bringing the plan to the Board for approval.

Communication Plan

- Implement Ambulance Emergency Contact System (Gov Delivery subsystem). This system sends SMS message and email to ambulance service leadership. Email contact information to Gay for inclusion.
- 'Hot Sheet'- bimonthly release of educational opportunities and events of interest to EMS agencies and providers
- Implement a quarterly electronic newsletter highlighting EMS Best Practices and increase information sharing (training opportunities, events, drills etc)
- Website – strive to use the website as a weekly updated source of region information
- Implement email Listserv with a link on the website to subscribe.
- Make electronic information the primary way of distributing information

AED Grant

- Review of 05-06 Report
- Release of program information should come in the next few weeks from the State.

Bioterrorism Grant Report

- Review of Funds Account and 05-06 Activity
- Trailers nearly complete
- 2006-07 Program information expected in Oct/Nov 2006

Coordinators' Report: Scott Miller

- Review Hot Sheet
- There will be a Medical Directors conference in the fall & spring.
- Recruitment retention continues to be an issue for services. There is an Emergency Personnel Retention & Recruitment Task Force tasked by the state legislature to examine the scope of the problem and possible solutions. This report is due to the DPS Commissioner in December.
- Scott attended a mass medication distribution drill in Duluth that also worked with interagency collaboration. Very good exercise- Multi-Agency Coordination will be a hot topic for 2007.

EMSRB Report: Kim Thon

- MDH website: Office of Emergency preparedness has a new link for EMS with fact sheets, education dates, etc. sponsored with HRSA funding.
- EMSRB has published a new brochure "CBRNE". This is for ambulance services on how to protect themselves in those situations.

- MERET training through the U of M nursing program includes emergency medical service courses. Courses include delayed web casting. See their website for more information.
- EMSRB Advisory Board currently has five positions available. Contact Kim or the EMSRB's website to apply.
- NIMS 100, 200, and 700 training must be completed by October 1, 2006 to receive federal funding.
- Central region is 100% compliant with MNSTAR!

Medical Directors Report: Dr. Mari Thomas

- Minnesota Medical Director's 21st Annual Conference was September 8-10th in Alexandria.
- 50 doctors attended
- May change to an every-other year event
- Hot Topic: Statewide Trauma System. Will include EMS guidelines for treatment and transportation of Trauma Patients. New Hospital trauma designations of Level 3 and Level 4. RTACs to setup how regions will address and coordinate trauma care.

CISM Report: Don Sheldrew

- Approximately 20 calls so far this year.
- Several high-profile cases.
- Response time has been very good.
- CISM Team has three new members.
- Psychological First Aide training is now being offered to team members. Objectives include having CISM team members, on a voluntary basis, train the various agencies as to what CISM does and how to provide Psychological First Aide.
- NIMS training needs to be pushed to the CISM Team members.

Other

- EMS Leadership Summit is still open for reservations.
- Please complete mileage/per diem forms and submit tonight.

Adjournment

The meeting of the Central MN EMS Region Advisory Committee was adjourned at 8:45pm.

- Next meeting: Monday, November 20, 2006
- Location: Stearns Administrative Building, Room 499

Respectfully submitted,
Gay Sikkink
Central MN Region EMS Assistant