

**Central MN EMS Region Advisory Committee
Meeting Minutes
Monday – March 19, 2007
Stearns County Administration Center, St. Cloud, MN**

Board: (☒ = present; ☐ = not present)

<input checked="" type="checkbox"/> Troy Heck/Benton	<input checked="" type="checkbox"/> Adam Stout/Kanabec	<input checked="" type="checkbox"/> Paul McIntyre/Stearns
<input type="checkbox"/> Eric Myhra/Cass	<input checked="" type="checkbox"/> Robert Matzke/Mille Lacs	<input type="checkbox"/> Misty Lemke/Todd
<input checked="" type="checkbox"/> Bob Carlson/Chisago	<input type="checkbox"/> Katie Strandberg/Morrison	<input checked="" type="checkbox"/> Don Weniger/Wadena
<input checked="" type="checkbox"/> Bill Kronstedt/Crow Wing	<input type="checkbox"/> Andy Andrews/Pine	<input type="checkbox"/> Brian Nord/Wright
<input type="checkbox"/> Greg Goetze/Isanti	<input type="checkbox"/> Vacant/Sherburne	

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

<input type="checkbox"/> Brad Bennett/Benton	<input type="checkbox"/> Vacant/Kanabec	<input type="checkbox"/> Joe Hellie/Stearns
<input checked="" type="checkbox"/> Bill Bernhjelm/Cass	<input type="checkbox"/> Jim Roxbury/Mille Lacs	<input checked="" type="checkbox"/> Kelly Saarela/Todd
<input type="checkbox"/> John Daher/Chisago	<input type="checkbox"/> Jane Smalley/Morrison	<input type="checkbox"/> Bill Wilson/Wadena
<input type="checkbox"/> Vacant/Crow Wing	<input checked="" type="checkbox"/> JoAnn Gray/Pine	<input checked="" type="checkbox"/> Steve Berg/Wright
<input type="checkbox"/> Randy Polzin/Isanti	<input type="checkbox"/> Vacant/Sherburne	

Guests: Commissioner Mark Blessing (Todd County), Dr. Mari Thomas (Regional Medical Director), Cheryl Blogen (Kanabec County) and Kim Thon (EMSRB Specialist)

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

Call Meeting to Order

The March 19, 2007, Central MN EMS Region Advisory Committee meeting was called to order at 6:15pm by acting-Chair, Paul McIntyre.

• **Review of Agenda**

Scott Miller requested to move the HRSA Bioterrorism Work Plan before the Region Grant Proposal.

• **Approval of Meeting Minutes**

A motion was made by Kelly Saarela and seconded by JoAnn Gray to approve the revised agenda and the January 27, 2007 meeting minutes. Motion carried.

• **Introductions**

Everyone introduced themselves.

Training Reimbursement Program Update

Scott Miller noted that to date, approximately 10% of the budgeted funds have submitted invoices for reimbursement. Scott also wanted direction on how to handle the small number of late applications (>10). A motion was made by Bill Kronstedt to hold the late applications to June 1, 2007, and review budget balance for payment at that time. Kelly Saarela seconded the motion. Motion carried.

2007 Legislative Update

- Review of the House and Senate bills handout.
 - Statewide radio system: surcharge of \$.10 per phone line.
 - EMS Regions proposed new funding at \$50,000 yearly.
 - AEDs for all law enforcement vehicles (requirement and funding).
 - Emergency response vehicle tax exemption.
 - Auxiliary/booster organizations
- Contact your elected officials.

County Reports

- Benton – first responder training scheduled.
- Wright – working on 800Hmz radios and jail.
- Todd – sheriff is working on joint power agreement with 11 other counties regarding 800Hmz radios.
- Mille Lacs – first responder training. New computer aided squad cars/dispatch for sheriffs. Trying to get cities and ambulance on-line.
- Wadena – EMS super on March 27th sponsored by Tri County Hospital.
- Cass – training EMS opportunities/networking.
- Pine – new courthouse; radio system needs help.
- Crow Wing – new jail; quarterly meetings with EMS need to resume.
- Chisago – fire department working on FEMA grants and 800Hmz radios.
- Kanabec – starting first responder teams.

Coordinators Report

Scott Miller reviewed several items including the following:

- Trauma Systems
- MAC – how assets could be distributed
- *Writing Grants* presentation given at Cass County
- EMS/Ambulance Strike teams
- Take Heart America – three part approach
- Review of Hot sheet events
- Email list serve –link on our webpage

A special “Thank You” to all the ambulance services for attending Dallas Sam’s funeral! It was a great show of support for a long-time friend at the capital.

Budget: One Time Funds

Scott Miller reviewed suggested purchases to make with the \$40,000 of one time funds. These funds are from the position vacancies that occurred this past year. After much discussion, a motion was made by Kelly Saarela and seconded by Bob Carlson to spend the one time funds as follows:

- CISM logo wear
- Printing First Responder Run sheets
- Table top displays

- Central MN EMS Region promotional items
- Advisory Committee logo wear
- Central MN EMS Library resources – regional asset
- Production of Procedures for Emergency Care flip-chart
- Stork/CPR recognition pins
- “Code Annie” to share with region for training
- Reimburse total of \$1,000 for MNSTAR
- '05 training expenditures that were not reimbursed due to lack of funds. There are approximately 28 agencies that were not reimbursed.

These items would spend approximately \$40,000. However, any remaining funds would be rolled into the existing training reimbursement budget. Motion carried. It was also suggested that with the next grant request equipment reimbursement funding be brought back.

Medical Director’s Report

Doctor Thomas reviewed the agenda for the March 29th medical directors and ambulance managers meeting. June 22nd is the next scheduled medical directors meeting scheduled at Breezy Point. Doctor Thomas also reviewed MNSTAR reporting.

CISM Report

No report given.

EMSRB Report

Kim Thom of the EMSRB reviewed their legislative items.

HRSA Bioterrorism Work Plan

Scott Miller reviewed the proposed work plan expenditures. Including:

- Temporary intern position
- Budget expenditures
 - MCI trailer discussion included who is responsible for maintenance?
 - Having special services contract for users.
 - Use shop classes or sentence to serve people to help clean-up/remodel.
 - Confirm with Brainerd Fire that MCI trailer will be a Regional asset.

A motion was made by Bill Kronstedt to approve the work plan as presented. Adam Stout seconded the motion. Motion carried.

Region Grant Proposal

Scott Miller reviewed the EMSRB mandated grant areas and how the Central MN EMS Region’s goals would fit into each category.

A motion was made by Adam Stout to write a letter of support from the Advisory Committee to the EMSRB on behalf of Central MN EMS Region. JoAnn Gray seconded the motion. Motion carried.

Scott asked for volunteers to review the final proposal for clarity, grammar, etc. Volunteers include Adam Stout, Paul McIntyre, Kelly Saarela, and Bill Bernhjelm.

A motion was made by Bill Kronstedt to approve the goals with revisions to be more concise with communications goals. Kelly Saarela seconded. Motion carried.

Adjournment

The Central MN EMS Region Advisory Committee was adjourned at 9:00pm. Thanks to all who attended to help make the future of the Central MN EMS Region a successful and useful organization.

- Next meeting: Monday, May 21st, 2007
- Location: Stearns Administrative Building, Room 499

Respectfully submitted,
Gay Sikkink
Central MN Region EMS Assistant