

**Central MN EMS Region Advisory Committee  
Meeting Minutes  
Monday – July 16, 2007  
Stearns County Administration Center, St. Cloud, MN**

**Board:** (☒ = present; ☐ = not present)

<input checked="" type="checkbox"/> Troy Heck/Benton	<input type="checkbox"/> Adam Stout/Kanabec	<input checked="" type="checkbox"/> Paul McIntyre/Stearns
<input checked="" type="checkbox"/> Bill Bernhjelm/Cass	<input checked="" type="checkbox"/> Robert Matzke/Mille Lacs	<input checked="" type="checkbox"/> Misty Lemke/Todd
<input 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 checked="" type="checkbox"/> Andy Andrews/Pine	<input checked="" type="checkbox"/> Brian Nord/Wright
<input checked="" type="checkbox"/> Greg Goetze/Isanti	<input type="checkbox"/> Vacant/Sherburne	

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

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

**Guests:** Kim Thon, EMSRB

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

**Call Meeting to Order**

The July 16, 2007, Central MN EMS Region Advisory Committee meeting was called to order at 6:35pm by Chair, Misty Lemke.

• **Review of Agenda**

No changes were noted. Bill Kronstedt made a motion to approve the agenda. Don Weniger seconded the motion. Motion carried.

• **Approval of Meeting Minutes**

A motion was made by Bill Bernhjelm and seconded by Bob Matzke to approve the May 21, 2007 meeting minutes. Motion carried.

• **Introductions**

Everyone introduced themselves.

**Election of Officers**

Chair Misty Lemke facilitated the election of new officers as follows:

- Chair: Paul McIntyre
  - Motion made by Bill Bernhjelm, seconded by Brian Nord. Motion carried.
- Vice Chair: Brian Nord
  - Motion made by Misty Lemke, seconded by Paul McIntyre. Motion carried.
- Secretary: Andy Andrews
  - Motion made by Misty Lemke, seconded by Paul McIntyre. Motion carried.

Jane Smalley made a motion to close the election process and accept the new nominations. Bill Kronstedt seconded the motion. Motion carried.

New Chair Paul McIntyre continued the rest of the meeting. A special thanks to Misty Lemke for her services as Chair and Eric Myrha as Vice Chair. Also, for their time on the Advisory Committee – good luck in the future.

### **Training Reimbursement Program**

Scott Miller reviewed the final statistics from the 06/07 program. Briefly, 40% of the Region's agencies participated, up from last year's 22%. The total amount reimbursed was \$45,063.80.

Ideas for the next Training Reimbursement Program (07/08) were discussed. Questions for the Advisory Committee included:

- Same reimbursement rates or change?
- Keep a deadline for the application process?
- Keep the application process?

After discussion, a motion was made by Bill Kronstedt to keep the Training Reimbursement Program the same as last year, including reimbursement rates and application deadline. Bill Bernhjelm seconded the motion. Motion carried.

Several Advisory Committee members requested our contact information and participation levels for the agencies in their respective counties. The Region will provide that information to them.

### **2007 Legislative Update**

Scott Miller reviewed the MAA membership approval by the Board at their June 31<sup>st</sup> meeting. All eight EMS Regions are now members. Scott attended a meeting with the other regions and MAA. He felt it was very productive; many issues were discussed including 800 radios, funding, and MAA's strategy for the next legislative session.

### **County Reports**

- Wright: Standardizing policy on DNR protocol; educating EMS, doctors, and the public as to what legally constitutes DNR orders for EMS personnel.
- Crow Wing: Ambulance services have not been having meetings with area first responders. Bill is trying to get them going again.
- Benton: Pandemic exercise; participated at the airport drill; all deputies are trained on the "rescue pod" thru Take Heart.
- Mille Lacs: Law enforcement vehicles are now equipped with lap-top computers with direct access to county dispatch. This also includes fire and ambulance.
- Wadena: Working on 800.
- Morrison: Drill at fairgrounds; Ft. Rippley is coordinating additional drills. Construction at St. Gabriel's Hospital will be finished soon. Task force is working on guidelines for first responders.

- Todd: Need recruits in fire and EMS – lacking volunteers.
- Stearns: EMS Task force is working on next year's conference. Concluding the training program; participated in the airport drill; Kimball drill in September with train hazmat spill.
- Pine: Increase in ATV accidents with younger riders, no helmets. Need more EMTs. Pushing for more agencies to participate in training reimbursement.
- Isanti: Several teen fatalities. AED was used successfully last week.

Bill Kronstedt recommended the Region sponsor training on "Recruitment/Retention". Kim Thon recommended a person from Life Link in Wisconsin as a presenter.

### **Coordinator's Report**

- Psych transfers is a hot topic. EMSRB has started a work group, "Rural Behavioral Health Inter-facility Transfer Education Project," to discuss this issue and recommend guidelines. The work group will be having educational meetings around the State. Their tentative schedule is posted at <http://www.co.stearns.mn.us/departments/ems/24.htm>.
- An administrative agreement is being drafted for discussion at the next Board meeting (August 31). This agreement will define what Stearns County is providing to and responsible for to Central MN EMS Region for their fee of \$6,500 annually.
- Radio communications education package is being developed. This will be a DVD/PowerPoint presentation on basic radio use and etiquette. Andy Andrews noted that the Dispatchers Association already has a DVD on this topic.
- Special population booklet for first responders is available on our webpage at <http://www.co.stearns.mn.us/departments/ems/28.htm> under links.

### **Budget: One Time Funds**

- N95's have been ordered and distributed to county emergency managers or public health as directed.
- Run-sheet books have been received. Their cost was much higher than anticipated. Several of the other items were under budget. However, we were unable to purchase stork/heart pins, library materials, and display boards.

### **Medical Directors Report**

- MN EMS Medical Director Conference at Arrowwood is September 7th-9<sup>th</sup>. Encourage your medical directors to attend and spread the word.
- The Medical Director's conference in June was not well attended. The Region will move to newsletter type communications to build relationships.

### **CISM Report**

- Scott Miller reviewed the number of call outs for the year.
- The Region is planning a two-day conference in September with a national speaker on "CISM: When Disaster Strikes".

### **HRSA Hospital Preparedness Program Overview**

- Funding is flexing based on grant funding. More information should be available October/November.
- The HRSA group had unexpended funds which they used to purchase twenty 800 MHz radios for ambulance services in the HRSA region.

### **Equipment Program**

Discussion on how to spend the \$35,000 budgeted for equipment and how it can have the most impact. Some of the items of discussion are as follows:

- Who has the most need? Ambulance Services or first responder groups?
- Should it be a matching funds program?
- Divide the \$35,000 by the number of ambulance services (up to \$1,000 ea) for equipment or communications.
- Agencies apply for funds; then the Advisory Committee (or ad hoc group) will determine awards.
- Equipment must be EMS related equipment.
- Set-up as "grant" which agencies must apply for what they want, need, amount, and why.
- Advisory to set priority of qualifiers for awards.

As the discussion evolved, it was apparent there is a question as to what our mission is. "Support volunteer EMS providers in the region" was a response. Debate continued on what the mission is and the definition of who are "EMS" personnel. Bill Kronstedt made a motion to table this item to the next meeting. Greg Goetze seconded the motion. Motion carried.

### **Adjournment**

The Central MN EMS Region Advisory Committee was adjourned at 8:50pm. Thanks to all who attended to help make the future of the Central MN EMS Region a successful and useful organization.

- Next meeting: Monday, September 17, 2007
- Location: Stearns Administrative Building, Room 499

Respectfully submitted,  
Gay Sikkink  
Central MN Region EMS Assistant