

**Central MN EMS Region Advisory Committee
Meeting Minutes
Monday – November 17, 2008
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 type="checkbox"/> Robert Matzke/Mille Lacs | <input checked="" type="checkbox"/> Mike Goff/Todd |
| <input checked="" type="checkbox"/> Bob Carlson/Chisago | <input type="checkbox"/> Katie Strandberg/Morrison | <input checked="" type="checkbox"/> Don Weniger/Wadena |
| <input type="checkbox"/> Bill Kronstedt/Crow Wing | <input type="checkbox"/> Andy Andrews/Pine | <input checked="" type="checkbox"/> Brian Nord/Wright |
| <input type="checkbox"/> Greg Goetze/Isanti | <input type="checkbox"/> John Olson/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"/> Bonnie Jepsen/Cass | <input type="checkbox"/> Jim Roxbury/Mille Lacs | <input type="checkbox"/> Ron Stokes/Todd |
| <input checked="" type="checkbox"/> Doug Chaffee/Chisago | <input 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 checked="" type="checkbox"/> Jennifer Callahan/Sherburne | |

Guests: Kim Thon, EMSRB; Commissioner Mark Blessing

Regional EMS Staff: Scott Miller and Gay Sikkink

Call Meeting to Order

The November 17, 2008, Central MN EMS Region Advisory Committee meeting was called to order at 6:45pm by Chair, Paul McIntyre.

- **Welcome & Introductions**
- **Review of Agenda**

Scott requested to move Training Opportunities to follow EMS Grant #2, and to insert "Grant Objectives Review" after EMS-C Pediatric Spine Board Grant. Bill Bernhjelm made a motion to approve the agenda and seconded by Mike Goff. Motion carried.

- **Approval of Meeting Minutes**

A motion was made by Bob Carlson and seconded by Mike Goff to approve the July 21, 2008 meeting minutes. Motion carried.

Hospital Preparedness Program

- 07/08 funds are wrapping up.
- 08/09 \$40,000 has been awarded.
 - \$10,000 of which is assigned to Emergency Department training.
 - Scott requested approval of a sub-committee of ambulance managers to work on the hospital evacuation and mass fatalities plans/drills. The sub-committee would report directly to the Joint Powers Board. Bill Bernhjelm made a motion to approve the sub-committee seconded by Mike Goff. Motion carried.

Training Reimbursement Program Update

- Approximately 45 agencies have submitted their applications to date.

Review of Grant Objectives

The Advisory Committee reviewed the grant objectives marking each with a sticker. See the attached table for results.

EMS-C Pediatric Spine Board Grant

The best price quote for the boards is \$197.45 each. This will allow the Region to purchase 28 pediatric spine boards.

EMS-Grant #2

- CISM: Conference March 20 & 21 national speaker presenting:
 - The Changing Faces of CISM
 - Greif/Suicide
 - Open to all CISM teams
- Conference Support:
 - Approximately \$10,000 remaining to be spent by June, 2009.
 - Save \$3,000 for county conference support.
 - Pay for attendance at Arrowhead's Strike Team Leadership Training.
 - Training for Take Heart MN (tie-in with the Rural Flex Grant)
 - Bill Bernhjelm made a motion to pay for two people from each ambulance company to go to Arrowhead's Strike Team Leadership training not to exceed \$1,800. Bob Carlson seconded the motion. Motion carried.
- Equipment Grant:
 - 07-08 41 out of 50 have submitted invoices.
 - 08-09 approximately 40 have applied so far.
 - Bill Bernhjelm made a motion to roll any remaining 07-08 equipment funds back into the 08-09 matching grant program to increase number of awards. Mike Goff seconded the motion. Motion carried.

Training Opportunities

Scott reviewed several different training opportunities that could be options for the remaining conference support funds.

- Abbott NW: Stroke Education for Survival
- Arrowhead Conference: Strike Team Leadership \$150
- Arrowhead Conference: DOT Instructor Class
- ICIS 300 & 400
- Crisis Intervention Training
- MnSTAR
- Take Heart Minnesota

Rural Healthcare Flex Grant

We have an opportunity to apply for a \$25,000 grant to be used between rural hospitals and rural EMS. Bob Carlson made a motion to apply for the Rural Health Care Flex Grant and use the funds for the Take Heart MN program in four hospitals/counties. Motion seconded by Mike Goff. Motion carried.

2009-2010 EMS Region Grant

Scott reviewed the anticipated timeline of the next grant application.

2009 Advisory Committee Meeting Dates

The Advisory Committee reviewed the proposed 2009 meeting dates with January 26, 2009, as an open house. Jennifer Callahan made a motion to approve the dates and the January 26 open house. Bob Carlson seconded the motion. Motion carried.

County Reports

- Nothing to report.

Coordinator's Report

- MAA has asked Scott to be the alternate EMS representative to the State Radio Board.
- Thank you to the out-going Board members: Orville Meyer, Wadena County; Karla Heeter, Wright County; Tom Pagel, Isanti County; and Mark Nelson, Todd County.

Legislative Update

Everyone is invited and encouraged to attend the Legislative Open House on November 25th at the Sauk Rapids Fire Station from 6:30-8:30pm. Please RSVP to Gay if you plan to attend.

Medical Director's Minute

- No report.

Other

EMSRB update.

Adjourn

The Advisory Committee meeting was adjourned at 8:35pm.

Respectfully submitted,
Gay Sikkink
Central MN Region EMS Assistant

Review of Grant Objectives

Objective	Green	Yellow	Red
Personnel Training:			
Training Reimbursement Program	13	0	0
Transportation Coordination:			
Regional EMS Transportation Plan	9	0	0
Create & deliver tabletop exercise for ambulance	6	0	0
MnTrac Implementation	6	1	0
Public Safety Agency Cooperation:			
Emergency Exercise Registry	0	2	1
Hazmat/CBRNE Preparedness	3	5	0
Communications/Interoperability:			
Statewide Radio System (develop Annex)	0	5	1
Create statewide radio system awareness presentation	0	4	1
Provide/assist ARMER required “train the trainer”	1	4	0
Public Involvement:			
Workforce Recruitment	8	7	0
Public EMS Awareness	4	6	0
Healthcare Facilities Involvement:			
Statewide Trauma System	9	4	0
System Management:			
CISM Team	13	4	0
Medical Directors Network	0	5	0

Green = Continue

Yellow = Neutral

Red = Stop