

DRAFT

Board of Directors Meeting
June 16, 2016
Noon
Union County Government Center
155 North 15th Street
Lewisburg, PA. 17837

I. **Call to Order and Introductions**

President Banfill verified that a quorum was present and called the Meeting to order at 12:15 P.M.

II. **Roll Call (Sign-in Sheet)**

A sign-in sheet was circulated.

III. **Approval of the Agenda**

A motion was made by Scott Rhoat, seconded by Derick Shambach to approve the Agenda as posted. Motion approved.

IV. **Approval of Minutes – January 21, 2016 & Special telephone meeting May 3, 2016**

A Motion was made by Nick Klose, seconded by Bob Hare to approve the meeting minutes as posted. Motion approved.

V. **Financial Report – 2015-16 Grant & January – May 2016**

Director Nilson discussed the balance sheets; profit and loss statement; and Period expenses (transactions) report which were posted. If the member wants anything different let him know. DOH is current with their grant obligations – question was asked because of the budget impasse & delay in funding.

A motion was made by Bob Hare, seconded by Nick Klose to approve the financial reports as posted. Motion approved.

VI. **Council Reports**

Operational

- **Staff Reports**

All staff reports, as posted to the website, include activities from January through May due to not having an April meeting.

Gerard questioned and thanked Jim on his report concerning the regional 12-Lead project. He commented on the EMS participation vs. hospital participation in maintaining the project. Jim reviewed his report, not all hospitals are able to receive 12-Lead tracings (especially from Philips machines) and one is depending on e-mailed or texted

pictures of the tracings. A long discussion followed including possible regional MAC endorsing a requirement that Regional ALS agencies be able to properly transmit 12-Lead tracings. No final or follow-up action was determined other than asking MAC to look at 'picture' 12-Lead receipt appropriateness.

Gerard questioned the agency response to Jim's iPad usage survey – 34 sent, 16 returned. Isn't the requirement of "responding to requests" still enforced? It was mentioned that Council was unable to declare anyone "ineligible" for provider equipment, most that could happen is for the Board to set a priority matrix whereby they could be classified as low priority.

- **MCI/Strike Team**

Strike team agencies conducted a telephone conference call to discuss issues & priorities though there was a lack of a quorum to actually conduct business. More on Council MCI activities later in the meeting.

MAC; QI/QA

Amanda Krebs-Stancavage reported MAC will meet next month. They will be reviewing both the EMS driver & patient refusal CQI projects. As a follow-up to the EMSVO project, Amanda took another look at the agencies (only 20% responded). Of the 80 non-certified drivers, only 20 are now certified through the Department. EMS Charts data is showing 506 emergency responses, by 22 non-certified drivers, were accomplished within the Region since January. This information is being provided to BEMS as part of their re-licensure paperwork. Nick questioned if agency participation in QI projects was detrimental to those services vs. ones that don't participate (i.e. EMSVO). Answer is "No" as Jim checks on "all" agencies at time of re-licensure – though agencies that don't participate are identified to the Bureau as non-compliant.

This brought up a discussion concerning EMSVO and agency compliance with the requirements; PCR access and availability to monitor that; and overall availability of regional demographic information available. The concern is that currently there is no way to look at & analyze information on a Regional level to establish benchmarks – we can only see information from agencies using EMS Charts.

- **Training**
Tim reported for Mark. He is re-establishing the training & manpower committee. More information to follow and hopefully they will meet prior to our next meeting.
- **EMS Leadership**
Scott Rhoat reported that the committee met with Representative Conklin present and the proposed legislation allowing Paramedic blood- draws for suspected DUI. Committee recommends that as long as 1) established agreements between EMS & Police (voluntary) – not a requirement and 2) funding available, they (we) support the proposed legislation. Gerard suggested that a broader announcing of the meetings and distribution of the minutes happen.
- **PEHSC**
No report provided. Meeting was yesterday with Pat representing Council.

Organizational

- **Personnel**

Due to confusion on who was on the personnel committee (with Gerard being absent in January) he reaffirmed the committee of Scott Rhoat, Derrick Shambach, Chad Aucker, Bob Hare, himself. He mentioned a potential need to meet prior to the next meeting.

VII. Business

2015-16 Grant Update/2016-17 Grant Cycle

Tim mentioned several items for updating the BOD

-2015-16 grant is up-to-date with Department payments since resolution of the budget impasse; but, is concerned that this same situation may happen in July with the 2016-17 budget.

-Due to findings within the Legislative Budget & Finance Committee report of EMS, Council has been allocated an additional, roughly \$13,000 into our 2016-17 grant – that money has been allocated into Provider Equipment.

-Recognizing the position of the legislature (or at least a portion of the legislature) concerning their impression of the administration of the Commonwealth EMS system; Tim suggested that we will be seeing some additional cooperation between and/or mergers of EMS regions over the next several months. Gerard mentioned that we have been proactive with this a have made several contacts to see what opportunities may be available.

-Howdy McGinnis, EMS Preparedness Specialist tendered his resignation for June 15th. Tim checked with Director Gibbons & Tom McElree (Preparedness Coordinator for Commonwealth) about advertising his

position. Was told that it looks like it can't be re-hired due to federal budget cuts and that EMSI's preparedness coordinator will service the area. Haven't received the final decision; but, am currently planning for other ways to cover those duties – at least the duties that belong to Council.

-Still working on moving the CARES program from UPenn to Council. Have received a draft agreement that isn't acceptable; working on a revision to send back. Hopefully will be complete by July. Have BEMS approval to advertise for the position to help speed-up the process once the grant is received.

-Tim ask the board for their direction on implementation of the new federal requirements under the Fair Labor Standards Act concerning minimum annual salary requirements for non-exempt employees. Tim has reviewed guidance and is suggesting everyone other than the Director be re-classified as "salaried, non-exempt". New, revised job descriptions have been drafted and does Council want to act or table review and possible adoption? Suggestion was to hold off until at-least August to allow for review.

A question was asked concerning how much funding was being lost with the loss of "Howdy's" position. Answer - \$100,000. Conversation then revolved around Council's ability to assist with the preparedness activities or our need to "call in help" from those getting funded to do the job.

-Reminded Council: Dr. Neal has retired as Regional Medical Director effective May 1, 2016. Dr. Randi McLeod, formerly Associate Medical Director and Susquehanna EHS Council Medical Director, has accepted the position. We are going to check with Dr. McLeod to see if he wishes to have an associate. Dr. Neal was recognized, during the annual conference, for his years of service.

-Tim mentioned that seven (out of sixteen) of our Regional ALS agencies didn't participate in the CARES reporting last year. He asked if Council still considered it a regional CQI initiative whereby participation is required. A discussion followed. Scott Rhoat motioned, second by Gerard Banfill that CARES remain a regional, no cost, project/initiative that regional agencies are expected to participate in. Motion Passed.

Gerard questioned Tim about the Department of Health use of our facility for the public health office. Tim stated that he has been told that the Department (including the Secretary) recognize and appreciate our willingness to step forward and assist. Tim has asked multiple times about the Department's ability to assist us financially with this – nothing as of yet, though now with the loss of the preparedness funds something will probably happen soon.

Revised MCI Plan

Howdy finalized a revised MCI plan for the region. Tabled, redistribute and we will look at it in August.

Preparedness/Health Care Coalitions

Scott Rhoat asked about information he received at the Leadership committee meeting concerning preparedness funds and ‘Healthcare Coalitions’. Tim stated that he (and most of the other Regions) have not been briefed on that program though he knows that they are being formed to look at and distribute the ASPR funds starting next year. He questioned why EMS hasn’t been invited to the table (at least yet) when a lot of the initial planning and development is well underway. Tim said that from what he has been told, the coalitions are the result of the federal government mandating “broad based” input into the use of available funding.

VIII. Good of the Organization

Jim mentioned that the Advanced Infection Control Officer training that was approved at the last meeting has been scheduled for September 17th in Union County. Prerequisite is the basic level training.

IX. Date/Location of Next Meeting

August 18, 2016 - 12 P.M. – Location: Council’s Bellefonte Office

X. Adjournment

A motion was made by Derick Shambach to adjourn the meeting at 2:53 PM. Motion approved.

Seven Mountains EMS Council
Board of Director's Meeting

June 16, 2016

Attendance Sheet

1. Gerard Banfill, Lock Haven EMS
2. Scott Rhoat, Bellefonte EMS
3. Mick Abrashoff, FAME EMS (by telephone)
4. Derrick Shambach, Snyder County EMA
5. Chad Aucker, Snyder County 911
6. Tom Perrin, Union County West End Ambulance
7. Matthew Abbey, Northumberland Fire
8. Robert Hare, Americus Hose
9. Nick Klose, Evangelical Pre-Hospital Services
10. Terry Wolford, Northumberland EMS
11. Deb Hopkins, M.D.
12. Amanda Krebs-Stancavage, SMEMSC Staff
13. Jim Urban, SMEMSC Staff
14. Laura Rompolski, SMEMSC Staff
15. Tim Nilson, SMEMSC Staff