

AEMS Board of Governors

October 18, 2023

Minutes

Board of Governors in Attendance: Peggy Baker; Marcia Barry, RN; Scott Benzing; Sheila Bryant, RN; Suzanne Buchanan, RN; Franco Castro-Marin, MD; Kayla Cole; Doug Costal; Nick Ells; Garth Gemar, MD; RN; Cori Hayes; Jordan Jacobs, MD; Robert Londeree, MD; Steve Maher, MD; Kristin Niehoff, RN; Sandra Nygaard; Raymond Ochoa; Beth Ranney, MD; Chris Riddle; Roy Ryals; Barbara Schaffer; Casey Solem; MD; Billy Warren; and Jennie Wyatt

Distinguished Guests in Attendance: Bruce Barnhart, RN; Shari Brand, MD; Nicola Crim; Stephen Ferris; Lisa Dowrick; Shauna Griffith; Mickey Kovach, MD; Sara Latham, RN; Morey Morris; Vince Podrybau; Dawn Polkaba; Marc Puelo; Kim Reger, RN; Cindy Rekemeyer; Abriana Smith; Connie Teague; and Valerie Weaver, RN;

- I. Call to order and introduction of Guests: 12:03pm
- II. Approval of minutes
 - a. MOTION: Approve the minutes as presented
 - b. ACTION: Passed unanimously
 - c. Comment: update attendance roster for Cynthia Wattier incorrectly spelled on previous minutes
- III. Executive Director's Report
 - a. Monthly activities
 - i. Review of website issues:
 1. Widespread outage
 2. AEMS has not had any issues prior to this event
 3. Review of background and ongoing work to have a robust plan in place for any future events
 - ii. Fall forum registration now open and early bird fees extended due to website issues
 - b. AzDHS Contract 2023-2024: Signed contract not yet received
 - c. Rural Summit: 11/17/2023
 - i. Link sent in chat
 - ii. Seeking any additional agenda items from rural participants
 - iii. Will serve as kick off for Rural Paramedic Education Funding
 - iv. Pediatric Mini Grant funding increased this year to \$9,000 from prior year funding of \$5,000. Will be seeking additional input on utilization of funding for training.
 - d. OBLS Grant implementation
 - i. The University of Connecticut has submitted funding requests through 2 grants.
 1. The first was the larger NIH application for OBLS training in targeted communities in collaboration with AEMS and the Arizona Perinatal Trust. This grant was approved.
 - a. Initial meeting was held with partner representatives to announce the funding and to identify next steps.
 - b. A kick off meeting is planned for December
 - c. Further announcements and requests for additional support depending on information provided by UConn at the kick off meeting.
 2. The second grant was an internal UConn request for funding for a needs assessment. This grant was NOT approved. No further action needed by AEMS.
- IV. Board Officers' Reports
 - a. Treasurer's Report
 - i. Financial Reports:
 1. MOTION: Accept the financial reports as presented.
 2. ACTION: Passed unanimously
 3. Executive Director Compensation *Executive Session*
 - a. MOTION: Recommendation for the Executive Director's pay to increase 4% retroactive to July 1 2023
 - b. ACTION: Passed unanimously
 4. Budget:
 - a. Will reflect the increase in the salary of the Executive Director.
 - b. MOTION: Accept the budget as presented
 - c. ACTION: Passed unanimously
 5. Membership Campaign
 - a. Dues platform to be updated for kick off for 2024 campaign.

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- ii. Chair's Report
 - 1. Executive Committee Report
 - a. Bylaws Revisions
 - i. Volunteers met and reviewed. Subsequent clarifications and changes to go to the Executive Committee for review/comment. Once reviewed again by the committee the plan is to present to the Board for approval at the December meeting
 - b. Procedure Manual: on hold pending approval of the bylaws. Work will then resume and be consistent with the updated bylaws.
 - c. AEMS 50th Anniversary
 - i. Reminder and request for anyone interested in serving on a planning committee to contact Peggy.
 - 2. Regional Update Report
 - a. ROCC: Curriculum for the tox medic program as part of the hazardous material training as developed by Phoenix Fire was agreed upon by the group
 - b. Central Region EMS Medical Directors Consortium
 - i. Central Regional EMS Guidelines: No update
 - ii. Continued work related to "on time EMS medical direction"
 - c. Rural
 - i. Updates
 - 1. Fall forum focus review
 - 2. Rural Summit scheduled for 11/17
 - a. Email will be sent to the identified participants for assistance in developing agenda
 - ii. Arizona Fire District Association: no update
 - 3. Open forum: no updates or topics requested
- iii. Board Transitions
 - 1. Elections
 - a. Representative of the Administration of a Non-Trauma Center Hospital
 - b. MOTION: Close nominations subsequent to no nominations from the floor
 - c. ACTION: passed unanimously
 - d. ELECTED: Kim Reger, RN
 - e. MOTION: destroy the ballots
 - f. ACTION: Passed unanimously
 - 2. Term Expirations/Vacancies: several term expirations to be processed in upcoming meetings.

- V. State Report
 - a. BEMSTS Activities and Updates
 - i. Survey in progress and members encouraged to update their rosters
 - ii. Upcoming meeting schedule reviewed
 - iii. Announcement of new trauma dashboard
 - b. SHARE Update: no report
 - c. The Arizona Pre-Hospital Information & EMS Registry System (AZ-PIERS): no report
 - d. Pediatric:
 - i. Training in the care of the neonates available
 - e. State Committee Representative Reports: No reports

- VI. Functional Group Review
 - a. Planning & Outreach
 - i. Education Committee
 - 1. 4th Annual EMS CE Fall Forum: December 7, 2023 via ZOOM
 - a. Early bird registration extended
 - 2. 24th Annual EMS Odyssey Conference: June 13, 2024
 - a. In-person
 - b. Volunteers will be needed to provide both on-site support and for various follow-up activities. Any interested individuals should contact Sandy.

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- c. The committee extends thanks to Chief Cori Hayes for providing venue.
 - 3. Topical Focus / Lunch N Learn / Central Region Profile: no update
 - ii. Outreach
 - 1. Reminder to all present to review/update contact information
- b. Patient Management
 - i. Categorization
 - 1. Update re: committee review process. All hospitals are completing the recategorization process and the committee will review, update/clarify as needed. The information will then be presented to the Board as a consent agenda item.
 - ii. Transfer of Care:
 - 1. Sector Reports: all participants continue to review offload times
 - iii. RED Book:
 - 1. Any individual assisting with review should have their information/update completed by the end of October
 - iv. Phoenix Stroke Center Coalition
 - a. Update on current status of the group
 - v. Trauma
 - 1. Update on upcoming educational opportunities
 - vi. Additional Reports: None
- VII. Program and Committee Reports: None
- VIII. Old Business: None
- IX. New Business: None
- X. Call to the Public: None
- XI. Adjournment: 1:30pm