

AEMS Board of Governors Meeting

February 15, 2023

Minutes

Board of Governors in Attendance: Michelle Angle; Peggy Baker; Marcia Barry, RN; Georgia Bissonette; Sheila Bryant, RN; Suzanne Buchanan, RN; Franco Castro-Marin, MD; Garth Gemar, MD; Jordan Jacobs, MD; Steve Maher, MD; Rhonda Mason; Tracy Moroney, RN; Mike Naehrbass; Sandy Nygaard; Ray Ochoa; Chris Riddle; Roy Ryals; Barb Schaffer, RN; Casey Solem, MD; Ryan Southworth, DO; Billy Warren; and Jennie Wyatt.

Distinguished Guests in Attendance: Noreen Adlin; Bruce Barnhart; Dana Barton; Shari Brand, MD; Nicola Crim; Nick Ells; Stephen Ferris; Shauna Griffith; Alicia Gromer; Kyle Henson; Shelley Henry; Phillip Johnson; Mickey Kovach, RN; Shawn Mokert; George Pastou; Dawn Polkaba; Adam Rodriguez; Heather Santiago; Julia Vinton; Cynthia Watteir; Valerie Weaver, RN; Alyson Welch; Amanda Wigman; and Shelby Wiraten;

- I. Call to order: 12:02pm
- II. Approval of minutes:
 - a. MOTION: Approve the minutes as presented
 - b. ACTION: Passed unanimously
- III. Executive Director's Report:
 - a. Monthly Activities
 - i. Review of Fall Forum Continuing Education Credit distribution
 - ii. HandTevy training review
 - iii. Ongoing meeting coordination
 - iv. Submission of all required reports
 - v. Categorization forms are now available on the AEMS website
 - vi. Membership dues: all present encouraged to submit dues in not already completed.
 - b. AzDHS Contract 2022-2023 Status: amended contract signed and submitted to include Rural Paramedic Education Funding
 - c. Rural Paramedic Education Funding Process:
 - i. Review of process
 - ii. Awarded funding announced
 1. Arizona City Fire District: \$9,000
 2. Casa Grande Fire Department: \$9,000
 3. Eloy Fire District: \$9,000
 4. Gila Bend Fire/Rescue Department: \$10,000
 5. Globe Fire Department: \$8,500
 6. Kearney EMS: \$17,000
 7. Regional Fire/Rescue Department: \$8,500
 8. San Carlos Apache EMS and Fire: \$10,000
 9. Town of Wickenburg (Fire Dept): \$9,000
 10. TOTAL AWARDED FUNDS: \$90,000
 - iii. Thanks to all participants for participation in the process and provision of information related to community need.
- IV. Board Officers' Reports
 - a. Treasurer's Report
 - i. Financial Reports: noted that expenses listed under "EMS Odyssey" are related to HandTevy training.
 1. MOTION: Accept the financial reports as presented
 2. ACTION: Passed unanimously
 - ii. Membership Campaign 2023
 1. Reminder of importance to dues to support ongoing regional activities including distribution of funds as noted with rural paramedic training funds.
 - iii. Financial Review or Audit for Fiscal Year 2022-2023:
 1. Overview of differences between Financial Compilation, Financial Review, and Financial Audit
 2. Recommendations that AEMS is adequately represented by either Financial Compilation or Financial Review because of limited number of annual transactions scope of work
 3. Review of current Board Approved financial oversight to include Financial Reviews for four years and completion of Financial Audit every fifth year. The current year qualifies for the Financial Audit.

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4. MOTION: For the current fiscal year and subsequent fiscal years, AEMS to complete a Financial Review.
 5. ACTION: Passed unanimously
 - b. Chair's Report
 - i. Organizing the Rural Sector
 1. Plan to go forward with organizing sector to reflect needs and activities specific to this sector within the Central Region.
 - ii. Executive Committee Report:
 1. Updated Board procedure manual under development with outline to be presented at the next board meeting.
 - iii. Regional Update Report
 1. ROCC: general update
 2. Central Regional EMS Medical Directors Consortium:
 - a. Central Regional EMS Guidelines Updates:
 - i. Recognition for videos provided by Dr. Castro-Marin
 - ii. Updated information now available on AEMS website
 3. Rural
 - a. Updates: No report
 - b. Arizona Fire District Association: ongoing planning for upcoming conference
 - iv. Open Forum
 1. Update regarding schedule of Phoenix Childrens' Hospital Peds conference
 2. General update/feedback regarding EMS activities related to Super Bowl and Golf Events
 - c. Board Transitions
 - i. Term Expirations/Vacancies: all to be voted on at the next board meeting
 1. Vice Chair (Nominee must be an existing member of the Board of Governors)
 2. One Representative from a Public Employer of Emergency Medical Care Technicians (EMCTs) from Political Subdivision of population greater than 500,000/Mesa
 3. One Representative Recommended by a Statewide Dire District Association
 4. One Representative from a Public Employer of Emergency Medical Care Technicians (EMCTs) from a Distinct Political Subdivision with a Population of Between 50,000 and 500,000
 5. Planning and Outreach Chair, AEMS Functional Group. Must be first nominated by the voting members of the Planning and Outreach Functional Group to be held at the March 2023 meeting, Refer to Eligibility requirements in AEMS Functional Group Orders of Conduct.
 6. Patient Management Chair, AEMS Functional Group. Must be first nominated by the voting members of the Patient Management Functional Group to be held at the March 2023 meeting. Refer to eligibility requirements in AEMS Functional Group Orders of Conduct.
- V. State Report
- a. BEMSTS Activities and Updates: General update
 - b. SHARE Update: Q4 data no received and end of year 2022 reports expected to be available in March.
 - c. The Arizona Pre-Hospital Information and EMS Registry System (Az-PIERS): no update
 - d. Pediatric:
 - i. Expect to have information in April on upcoming funding for pediatric related education
 - e. State Committees:
 - i. Meetings scheduled for 2/16
 - ii. Trauma Centers: 5 year rule review process
 1. Clarification on definition of injuries in pediatric population to be reviewed and updated including feedback from stakeholders
- VI. Functional Group Review
- a. Planning & Outreach
 - i. Education Committee
 1. HandTevy Instructor Training:
 - a. Thanks to Payson Regional Medical Center for hosting training
 - b. Documentation of funding/expenses noted in Treasurer's Report
 2. 23rd Annual EMS Odyssey Conference – June 9, 2023
 - a. Virtual Conference

- b. All planning activities on track
 - 3. Topical Focus/Lunch N Learn/Central Region Profile: upcoming schedule overview.
 - ii. Outreach
 - 1. All present encouraged to update any agency/facility contact information.
 - b. Patient Management
 - i. Categorization
 - 1. Web Site forms have been updated
 - 2. Free Standing Emergency Department Networks: overview of process.
 - ii. Transfer of Care
 - 1. Sector reports: None
 - 2. Discussion regarding specialty availability bypass (examples: cath lab or CT unavailable due to unforeseen circumstances)
 - 3. Update to Diversion Chapter: Anyone interested in participating in revisions to contact Dr. Southworth or Dr. Gemar.
 - iii. RED Book Update: None
 - iv. Trauma: None
 - v. Additional Reports: Brief discussion of facial recognition program for notifications to be presented at July Functional Group.
- VII. Program and Committee Reports: None
- VIII. Old Business:
 - a. Overview of attendance requirements and need to have commitment and understanding of expectations. If two meetings in a row are missed, a letter will be sent to reaffirm desire to serve on the board.
- IX. New Business: None
- X. Call to the Public: None
- XI. Adjournment: 1:27pm