



## **BOARD OF DIRECTORS MEETING**

**Embassy Suites Hotel  
100 Capitol Mall  
Sacramento, CA 95814**

**March 18, 2003  
10:00 AM to 4:30 PM**

### **MINUTES**

#### **1. Welcome & Introductions**

Steve welcomed the participants and convened the meeting at approximately 10:02 AM, and proceeded with roundtable introductions.

#### **2. Approval of Agenda**

***Motion: To approve agenda as drafted, with addition of notice that Don Hiatt had recently passed away (added as No. 7a). m/ Inch, s/ Lapolla – passed unanimously.***

#### **3. Consent Calendar**

- A. Minutes of December 2002 \*
- B. Minutes of January 31, 03 conf. call\*
- C. Treasurer's report

***Motion: Approve Consent Calendar as presented. - m/ Inch, s/ Jones – passed unanimously.***

#### **4. Membership**

***Motion: Accept membership application of Carol Gunther. - m/ Inch, s/ Lappolla – passed unanimously.***

Limited discussion followed regarding potential changes to membership. Rene Bradford (Coastal Valleys) to be withdrawn.

***Motion: Accept change regarding Rene Bradford, but hold off on 4 other new applicants to next meeting. - m/ Inch s/ Jones – passed unanimously.***

## **5. Vision Conference Registration Income**

Brief report by Art Lathrop. It looks like EMSAAC will have an income of about \$2,000 from conference registration. Appreciate work with EMSA on this conference. No action required.

## **6. Liability & Professional Insurance Update**

Art reported that a new quote for insurance has been received. Premium now \$627.00 annually. Amount still within budget (per Board action last meeting). Coverage: \$1 million policy.

No new action.

## **7. Virginia Hastings Retirement**

First, the Board expressed their sympathy for the death of Darlene Isbell's husband. Steve distributed thank you card from Darlene.

Virginia Hastings of Los Angeles County just retired after 42.5 years with the County. Leonard discussed her background and accomplishments.

***Motion: to purchase plaque from EMSAAC to be presented to Virginia. m/Inch, s/Lappolla – passed unanimously.***

### **7.a. Death of Don Hiatt.**

Don died on March 2, 2003. He had recently retired and moved to Eugene, Oregon, with his wife Mary. He had a 32-year career in EMS, disaster preparedness and nursing.

***Motion: To approve Board action to do whatever is appropriate. m/Isbell, s/Inch – passed unanimously.***

## **8. Legislative Report**

**(CSAC/League Project Updated taken first)**

Caitlin O'Halloran from CSAC presented an overview in place of Barbara Pletz. First, she discussed some changes / typos on the Complaint Review Process document.

EMS Compliant Review Process: Two key points from CSAC (no compromise elements): 1) No joint governance between City and County. County to remain solely in control. 2) Local B/S to have final authority. Caitlin then reviewed the process described in the document. A key point discussed by the Board was the need for early process of resolution between the LEMSA and the EMCC. The point was made that the LEMSA must have an opportunity to resolve the complaint or issue prior to EMCC. This draft is the result of a lengthy effort to develop a successful compromise between all parties. Next step is to go through League of Cities and CSAC for adoption process.

Considerable discussion on No. 4/5 regarding filling representatives on EMCC. Local issues may require flexibility on filling positions. Caitlin will go back to League and CSAC group to discuss this component.

***Motion: to accept League/CSAC draft process, with recommendation to modify No. 4 and 5 to allow for flexibility and local requirements for membership. m/ Osur, s /Inch – passed unanimously.***

***Motion: Write a letter to CSAC President and thank everyone for their efforts. m/ Inch s/ Lathrop – passed unanimously.***

## **9. CSAC/League Project Update**

### **(Legislative Report)**

Mike Osur presented the legislative report for Barbara Pletz. The EMSAAC Legislative Platform and 2003 legislative committee activity list distributed and reviewed. Considerable discussion on AB1655, specifically the difference between paramedic licensure issues and

EMT-1 certifications issues. Also, considerable discussion on SB108.

Carol Gunter discussed proposed Maddy Fund revisions. Handout distributed. Further work with CSAC and CHEAC on this language in the near future.

***Motion: 1. Accept and support legislative committee recommendations on bills, as presented. m/ Osur s/ Jones – passed unanimously.***

***Motion 2: Support Maddy Fund recommendations (Gunter), with addition to require the establishment of Maddy Funds in counties that currently do not have Maddy Funds through the courts. m/osur s/Petrie – passed unanimously.***

## **10. EMSAAC/EMDAC Joint Issues**

Develop mechanism for joint efforts and discussions. Tabled until after lunch.

## **11. EMSAAC Org. & Manage Committee**

-Membership /Professional Development

Nancy distributed a draft packet for new members. No action requested today. For review and information only at this time. It is ready to distribute to general membership.

-EMS Funding

Leonard discussed action by an initiative group for continued trauma system funding (trauma coalition under consideration.) No reduction in EMS region funding at this time. "Essential Public Service" issue may become very important with future funding challenges.

-Medical Director Standards

Leonard also discussed this issue. Steve suggested that we re-evaluate this issue, after new discussion with EMDAC president.

### **12.2003 Conference – update**

Nancy presented another update on the upcoming conference in San Diego. Must get about 100 attendees to cover costs of conference. Vendors are being lined up now. Will solicit various trauma case scenarios for conference (via Larry Karstand). Bonny Martignoni will be lining up donations for raffle.

### **13.Bylaws Committee – bylaws update**

Michael Osur will set up new bylaw committee meeting in the near future. There is an existing list of issues to be reviewed. Individual vs. agency membership is one issue to be reviewed. This matter to be included on general membership agenda (next meeting).

### ***(EMSAAC & EMDAC Joint Lunch)*** **State EMS Authority Report**

This report was added to the agenda before lunch: Jeff Rubin discussed readiness as related to the threat of war in Iraq. State OES/Homeland Security has opened the EOC 24x7. Some county EOC's may also be activated. Duty Officer of EMSA: (916) 535-3522. Planning issues: KI to be distributed around state nuclear power plants. Some fire departments (100 in country) have received/will receive drug as antidotes to nerve agents/chemicals. A list was distributed naming fire departments that have requested such resources. Recommendation: a single letter from State EMSA to each LEMSA asking for contact to fire departments to request their interest and participation in this national program. Other discussion items: Ambulance strike team issues; Color coded threat levels; National Disaster Medical System; Strategic National Stockpile (previously NPS).

### **Break for Lunch**

Richard Watson continued with the State EMSA report. The first items reported on were the state budget and the proposal to consolidate EMSA with DHS. At this time, there are no proposed reductions to local assistance funding, such as the regional EMS agency funding. The State budget will most likely not be adopted until October/November 2003.

Next issue discussed was the proposed EMD guidelines. A definition of "guidelines" was discussed. Guidelines are not intended to be regulations and have no force of law. However, the guidelines are intended to standardize the provision of EMD services state-wide.

The Vision implementation program was discussed, including structure and process. Poison Control Center funding was also discussed. No State general fund dollars will be going to support the Poison Control Centers. The distribution of HRSA funds for hospital bioterrorism preparedness will be occurring soon. Standardized EMT-1 testing and paramedic task force work was discussed. New regulations discussed. An overview of recent EMSA enforcement activity was presented.

#### **14. EMSAAC/EMDAC Joint Issues**

Dr. Rosalind Mitchell, President of EMDAC, discussed communication and coordination issues between EMSAAC and EMDAC. Sharing of information on the organization's list server was proposed. Steve Andreise then presented the perspective from EMSAAC. The example of EMD guideline development was discussed. It was generally agreed that working together in a collaborative manner was in the best interest of both groups.

#### **15. Ethics Committee Report**

A summary of the decisions made at the last ethics meeting ethics committee. Ethics committee has not met recently, so this item will be tabled until the next meeting.

#### **16. Nominations for FY 2003/04 Board**

***Motion: Approve nominations for EMSAAC Board of Directors, 2003/04, as presented. m/Inch, s/Lathrop - passed unanimously.***

The election will be held prior to the next regular meeting.

#### **17. Use of E-mail for Board Business**

This was a policy issue for discussion. The question was raised about conference calls vs. email for Board discussions and decision-making process.

***Motion: To take this item and send to the bylaw committee, for consideration and possible adoption. Also, consider general membership (active members) involvement with board discussions. m/ Inch s/ Lapolla – passed unanimously.***

#### **18. General Report – External Committees**

No new information to report.

#### **19. EMS Commission Agenda**

Chuck Baucom reviewed the commission agenda. Chuck will be nominated as the new commission president. EMD guideline: regulations vs. standards vs. guidelines. Considerable discussion on statement, "EMD provision at the lowest level of government". Can EMD be provided by a secondary PSAP or contracted private provider. The other issue is that of a legal concern about the guideline. Has the legal question been answered? Qualified dispatch immunity patterned after EMD guidelines? LA County will be going ahead and requesting an opinion from the State AG office. This process will take 4-6 months to finalize.

***Motion: To communicate formally through official channels and in writing to the Commission to request that the Commission take action to delay the issuance of the guidelines until the AG opinion, requested by LA County, is rendered. m/ Petrie, s/ Lathrop – passed unanimously.***

## **20. EMT-I T.F. - proposed expanded scope**

Draft document distributed by Steve.

## **21. EMT-I Statewide Test Update**

This issue already covered during the lunch-time EMSA staff presentation.

## **22. EMSAAC Staffing and Training Committee**

This area will be covered at the next meeting.

## **23. EMT-I Certification Costs**

This issue discussed is the cost of duplicate background checks required by multiple local agencies to become an EMS worker. Considerable discussion followed. EMT-1 regulations to come out soon. It was recommended that this issue should be taken up during the public comment period on the new regulations.

## **24. General Report - External Committees**

No new information to report.

## **25. EMSAAC Communication Committee**

Doug Buchanan presented an overview of the EMSAAC disaster committee meeting that was held yesterday. Draft products will be posted on the EMSAAC list server website. Action for the April meeting to approve draft policy. It was also mentioned that the EMS community does not have capability to send out an alert statewide to LEMSA's. This matter is being addressed, to an existent, through the BT grant program. Doug will work with Jeff Rubin to develop a system for EMS

***Motion: To authorize Doug, working with Jeff Rubin, to immediately develop and implement an alert system, utilizing available technology, for EMS alerts statewide. m/ Lathrop, s/ Petrie – passed unanimously.***

## **26. General Report – External Committees (Communications)**

No report.

## **27. General Report – External Committees (First Response and Transport)**

No report.

## **28. EMSAAC Facilities & Critical Care Committee**

Gwen Jones reported on the committee work and products. Handout distributed. Work documents to be reviewed and approved by the general membership in April. Accepting written comments now.

## **29. General Report – External Committees (Facilities and Critical Care)**

No other reports.

## **30. HIPAA Requirements – mtg report**

Conference call established for March 24. Working with a number of counties active with interpreting HIPAA law as it relates to LEMSA's.

## **31. General Report – External Committees (System Evaluation and Improvement)**

No new information.

## **32. General Report – External Committees (Public Education and Prevention)**

No new information.

## **33. EMSAAC Disaster Committee Report**

No new information at this time.

## **34. HRSA Grant Committee Report (Bioterrorism)**

Darlene Isbell presented an update on the HRSA grant. A needs assessment is now complete. Unfortunately, assessment data cannot be shared at this time. Standardized curriculum for training now being addressed. Also, directing funds to developing an inter-hospital communication system (ie. Reddinet or EMSsystems). As a priority, funds would be directed to hospitals and systems currently without interhospital communications systems. Community clinics are also included in this funding priority. It appears that Phase 2 HRSA funds will be made available in the new future. The methodology will be providing an "allocation of funds", instead of actual cash funding. In the near future, LEMSA's to convene meetings with Hospital Councils to decide on spending of allocations. State contracting procedures to be followed for purchases. Concern was raised regarding LEMSA involvement with process at the local level. Question: Are LEMSA's a secondary player, partner or leader with the State/regional hospital organization effort?

***Motion: That the State be advised that LEMSA's and other key local agencies be included, as connected agencies, in the bid process for interhospital communication system. m/ Inch s /Lathrop – passed unanimously.***

### **35. General Report – External Committees (Disaster Preparedness)**

No other report at this time.

### **36. Future Meeting Dates**

The April 30<sup>th</sup> meeting is general membership meeting for EMSAAC, in San Diego.

### **37. Roundtable**

Michael Petrie raised a concern about the nomination process. The concern was in regard to providing notice to those that are either nominated or not nominated for Board positions.

***Motion: To add Michael Petrie's name to nomination of Board membership. m/ Inch s/ Lathrop – motion not voted on. Motion withdrawn.***

***Motion: To apologize to Michael Petrie regarding lack of good process to notify him regard the new slate of at-large nominees. Develop and implement a better procedure for nominations of officers. m/ Lapolla, s/ Inch – passed unanimously.***

No time for additional roundtable discussion.

### **38. Adjournment at 4:20 pm**

**Members / Guests in Attendance  
March 18, 2003**

Steve Andriese	Mountain-Valley EMS Agency
Chuck Baucom	Merced County EMS Agency
Douglas Buchanan	Mountain-Valley EMS Agency
Dan Burch	Tuolumne County EMS Agency
Mindy Danovaro	CalStar Air Services
Michael Frenn	Solano EMS Cooperative
Carol Gunter	Los Angeles County EMS Agency
Leonard Inch	Sierra-Sac Valley EMS Agency
Darlene Isbell	Orange County EMS Agency
Gwen Jones	San Diego County EMS Agency
Miles Julihn	El Dorado County EMS Agency
Nancy LaPolla	Santa Barbara County EMS Agency
Art Lathrop	Contra Costa County EMS Agency
Bruce Lee	Coastal Valleys EMS Agency
Carol Lee	El Dorado County EMS Agency
Chris LeVenton	Monterey County EMS Agency
Daniel Lynch	Fresno-Kings-Madera EMS Agency
Bonny Martignoni	Coastal Valleys EMS Agency
Sarah Momsen	Inland Counties EMS Agency
Jan Ogar	San Mateo County EMS Agency
Michael Osur	Riverside County EMS Agency
Troy Peterson	Marin County EMS Agency
Michael Petrie	San Francisco EMS Agency
Rob Petrucci	Santa Clara County EMS Agency
Vickie Pinette	SSV EMS Agency
John Pritting	Imperial County EMS Agency
Dan Spiess	Northern California EMS Agency
Jeff Rubin (not signed in)	State EMS Authority
Richard Watson (not signed in)	State EMS Authority
Miranda Swanson	State EMS Authority
Bonnie Sinz	State EMS Authority
Caitlin O'Halloran	CSAC