

are currently behind the projected amount of seatbelt dollars, but are doing fine. Hauge told the board we are still actively looking for other funding sources. Chairman Johnson asked for clarification regarding the format of the monthly receipts. Hauge answered that it represents invoices for Seatbelt dollars.

Motion: Harms

Seconded: Amunrud

“To approve the financials” **MOTION CARRIED**

B. Approve the February and March warrants.

Motion: Amunrud

Seconded: Brown

“To approve the February and March warrants.” **MOTION CARRIED**

C. 2014 Audit “Letter of Intent”

Each year we get a letter from the State Auditor’s office asking for our business again. We have been using the State Auditor’s office for a number of years. This year Don spoke with Chairman Johnson about the invoice for the audit. Don shared he thought the audit went smoothly this year. They had an intermediate person do our audit and her name is Kari. She has been doing our audit for quite a few years now. She knows our office and it is a pretty easy audit from what we understand as we are a small office. The audit went quickly and seemed to be easier than in the past. However, when the invoice came it was about \$1400.00 more than expected. Hauge spoke with Chairman Johnson who advised he contact Karla Blahnik for an explanation of charges. She sent back a notice explaining why there was an excess from the previous year citing the additional work on the GASB 54 and the Employee Recognition item. It also included the last 5 year’s charges. Other options discussed such as doing an audit every two years rather than annually and Karla felt the cost would still be about the same. Chuck Amunrud brought up the fact that the State reserves the right to do an audit and charge for it, even if the audit has been performed by another agency. Chairman Johnson called for a motion.

Motion: Belshan

Seconded: Gabrielson

“To sign the Letter of Intent for the State Auditor’s Office” **MOTION CARRIED**

D. Conflict of Interest Statements

Hauge handed out the Conflict of Interest Statements that are required to be signed every year by the board members as well as the office staff of Don Hauge, Cindy Gathje and Cathy Anderson. He asked the board members to sign and return to him by the end of the meeting.

V. **Regional Program Update**

A. 2014 Conference Update

The conference went well and we had wonderful weather. Hauge didn’t have the Completed financial report for the conference as there are still some expenses coming

in to be paid. He reported there 231 attending on Friday and 228 on Saturday which is pretty close to average. We had 27 vendors this year and had increased to fee two of our corporate vendor spots, the two most popular and that helped to bring an increase of almost \$1000.00 than last year. Typically, the vendor's fees cover the cost of using the Mayo Civic Center. The catering cost was reduced by a couple thousand dollars this year as well. Don shared that we handed out padfolios to all the participants with our logo on it. We had positive comments of appreciation on the padfolios. He reported that the ability to collect fees via credit card was successful. We had 11 vendors and 45 participants use the pay by credit card option. Don advertised this ability well and we believe its use will increase.

B. Minnesota Mission: Lifeline Update

This is the project we have been working on for a year now. This is a program that gets 12 lead EKG into our BLS ambulance services. This will provide early detection of a STEMI event activating hospital staff to be ready to receive the patient. The grant applications will be going out soon and will be due the end of May. This grant will provide up to \$25,000.00 plus education for the services to acquire the equipment. We will also be having our first STEMI conference. A STEMI is a ST elevation MI (myocardial infarction). This conference will be held in Alexandria and is intended to help improve cardiac care. There will be no cost to attend this conference.

C. Legislative Funding Activity

Don Hauge brought an updated report on the EMS and Trauma initiative that would target motor vehicle insurance with a \$10.00 surcharge. He reported that that bill is dead for this year. Buck McAlpin is not giving up on this yet and is starting education hearings and is hopeful for next year. It seems the insurance industry is interested and wants to help us. They want to put some money towards trauma care and actually talking 30 to 50 million dollars towards trauma and EMS. But, they have different ways they want to do that, so Buck is spending time talking with them. Don shared with Buck the idea that had been brought up regarding the surcharge on registration tabs. Other items going on at the legislation that might be of interest is a tax exemption for EMS volunteers. What they are looking for is a \$500.00 tax exemption for anyone making less than \$6000.00 a year as a volunteer first responder, firefighter and EMT. But the fiscal note on it is so high. They will be looking at doing a test pilot and at first it was thought it would be in the southern part of the state, but now it is uncertain where it will be held. The question was then brought up if it is an exemption or a credit. Don mentioned it is listed as a credit. Another thing they are looking at is Community EMT. Community Paramedic programs have existed in the Metro. These are EMS personnel who are getting an additional 100 hours of training to go out and assess and possibly treat patients who have minor complaints who would otherwise go to the ER. Dan Belshan brought up the test pilot and asked that Don offer to have the test pilot run in our region.

Motion: Belshan

Seconded: Brown

“To send a letter requesting the tax credit pilot program be done in the SE region”
MOTION CARRIED

D. Equipment Grant Update

Hauge drew the board’s attention to the last page of the agenda packet showing the current status of the Equipment Grant for FY 2014. This is the first year of a two year grant cycle. We put this out for \$2000.00 and the service has to pay 25% of the total invoice. We had 44 services apply for this grant, both first responder and ambulances. We have awarded to 26 of them so far. Once they send in their paid invoice the grant money is sent to them. Those who were denied this year are first up next year. It was asked what happens to the funds if a service who was awarded the grant doesn’t turn in receipts by the deadline? If there is money left over, Don will call the next one on the list and ask if they want to use it. If not, it will just be in the funds for next year. Don thanked the board on behalf of the providers for being proactive in seeing the need for this program.

E. Communication Exercise

Don had reminded the board members of the communication exercise held last May and told them another one has been planned. What we are doing is testing our ambulance services to see if they can communicate with dispatch centers, mutual aid and hospitals using different forms. We had them use their cell phones last year and the 800 MHz radios. We also had them sign on and use MNTrac. MNTrac is a state web based communication system. Hospitals use for tracking bed availability; there are a lot of things they can track. EMS is just starting to use it. Thanks to Holly Hammann as she and Tammy Peterson got MNTrac set up for EMS. Last time we did a communication exercise we had nearly 100% participation on MNTrac. The services can all log into MNTrac system, see what the incident is, where it is, see what staff and equipment is needed. It also records the communications, so you can run a disaster drill and have it all recorded, which is required if you are applying for some state grants. We try to run this communications drill at least once a year. We get funds from the Healthcare Coalition and if a service participates and meet 80% of the objective they get money for participating. Last time we announced to the hospitals, dispatch center, and providers the date and time of the drill. This time, it will be unannounced. The providers will have 24 hours from the onset of the drill to get on MNTrac, do some communicating with the hospitals, etc. Ryan Throckmorton reported that Fillmore County will not be participating as they do not have 800 MHz radios yet. Commissioner Amunrud was asked about this and will do some follow-up.

F. Disaster Trailers Equipment Update

Don handed out to each of the board members the new cards with information regarding the disaster trailers. The cards were updated with the new phone number and handed out to all dispatch centers, police, and ambulance services. We have had these trailers for 9 years and have received funding from the Healthcare Coalition to re-

supply them as some equipment can become outdated. We do check the trailers each year and have found some outdated equipment. But, most equipment is still in good condition. Things that have gone beyond their expiration date will be given to providers for use in training. We are also looking at the tires which are still in good condition. It was asked if the trailers are stored inside. Don said they are not as there is not a facility, with inside storage that would allow 24 hour access and maintain snow removal.

G. Training Program/Consortium Update

Cathy shared an update on the consortium stating that Plainview ambulance is no longer a part of the consortium as they now have their own medical director. They joined in 2012 after the sudden death of their medical director. Kasson is also in the process of becoming a First Responder Squad and will be a part of the Medical Directors Consortium. They have 28 members; half have completed their training and the other half are finishing up now. They are hoping to begin taking calls and responding by the end of August beginning of September. Cathy shared there is an ambulance service in the region who is struggling and we will be working with this service. She shared the education modules continue to be updated and that an instructor update meeting will be scheduled soon. She reported on the EMT and EMR classes stating that all EMT refreshers have been completed and an initial EMR class will be finishing up in Freeborn County which will add 12 new first responders to services in that county.

She also mentioned that EMS week is coming up and that she and a few others are working on an event to recognize EMS providers during this time. Chairman Johnson also asked that we put out a sample proclamation to all of our counties so that they may recognize EMS week.

VI. **Other Business / Open Discussion**

Dan Belshan mentioned concern over shelters that are lacking in our region and he has heard there is state or federal grant money coming that would allow for 75% of the cost of the shelter with the other 25% coming from the county. He stated the cost of 2 shelters that held 300 people each would cost \$750,000.00. There was discussion on emergency plans and requirements for mobile home parks, RV parks, etc. He also wanted to ask about joint dispatch. Are some of the other counties doing that? Chairman Johnson said Steele County is joint dispatched with Rice County. The counties pay and it's divided roughly by population. The cities don't pay, but have a spot on the joint powers board. Ken Brown said they are joint with the city. The city pays 2/3 and the county pays 1/3, but they split the technology 50/50. It was explained that the dispatch center in Rochester, located in the basement of the Generose building, dispatches not just Rochester, but for many areas in the state including St. Cloud and Duluth.

VII. Next meeting will be June 12, 2014.

VIII. Meeting Adjourned

Motion: Samuelson

Seconded: Amunrud

“Motion to adjourn” **MOTION CARRIED**

Approved by:

Attested by:

Douglas Johnson, Chair
EMS Joint Powers Board

Don Hauge
Executive Director