EMERGENCY MEDICAL SERVICES AUTHORITY – A Public Trust
Board of Trustees Meeting
Wednesday, September 22, 2010
EMSA Corporate Offices
1111 Classen Dr., OKC, OK 73103
1417 N. Lansing Ave., Tulsa, OK 74106

NOTICE AND REVISED AGENDA for the meeting of the Board of Trustees of the Emergency Medical Services Authority, a Public Trust, was posted September 20, 2010 in the offices of the City Clerk of Oklahoma City at 3:19 pm, and with the City Clerk of the City of Tulsa on September 20, 2010 at 3:20 pm, more than 24 hours prior to the time set for the meeting.

A quorum was present, and the meeting was called to order at 1:01 p.m. by Dr. Jim Griffin.

TRUSTEES PRESENT

Mr. Larry McAtee
Dr. Jim Griffin
Mr. Larry Stevens
Ms. Lillian Perryman
Mr. Joe Hodges
Mr. Gary Marrs
Dr. Jim Rodgers
Mr. Phil Morgans
Dr. Tyree Seals

OTHERS PRESENT

Steve Williamson, EMSA
Kent Torrence, EMSA
Ann Laur, EMSA
Angie Lehman, EMSA
Kelli Bruer, EMSA
Frank Gresh, Paramedics Plus
Stephen Dean, Paramedics Plus
Tracy Johnson, EMSA
Lara O'Leary, Paramedics Plus
Jim Orbison, Riggs/Abney
Doug Dowler, City of Oklahoma City

TRUSTEES ABSENT

Mr. Allen LaCroix, Dr. Jeff Goodloe

CONSENT AGENDA

1. Approval of Regular Board Minutes of August 25, 2010

Upon motion made by Mr. Marrs and seconded by Mr. McAtee, the Board of Trustees voted to approve the Consent Agenda as presented.

AYE: Mr. Gary Marrs, Mr. Joe Hodges, Mr. Larry Stevens, Dr. Jim Griffin, Dr. Jim Rodgers, Ms. Lillian Perryman, Mr. Phil Morgans, Dr. Tyree Seals, Mr. Larry McAtee

NAY: None

ABSTENTION: None

ABSENT: Mr. Allen LaCroix

REGULAR AGENDA

1. Chairman's Report

None.

2. Chief Financial Officer's Report

Mr. Kent Torrence presented an overview of the financial statements for the month ending July 31, 2010. The Eastern Division had a YTD net loss of $144 thousand compared to a budgeted net loss of $133 thousand. The Western Division had a YTD net loss of $541 thousand compared to a budgeted net loss of $622 thousand. The YTD collection rate for the Eastern Division was 78.0% compared to a budgeted collection rate of 63.0%. The YTD collection rate for the Western Division was 81.0% compared to a budgeted collection rate of 63.0%. The Eastern Division had 155 more emergency transports than budgeted YTD, and non-emergency transports were in line with the budget. The Western Division had 239 more emergency transports than budgeted YTD, and 71 less non-emergency transports than budgeted.

3. President's Report

Mr. Williamson reviewed the compliance reports for the month of August, 2010. Response times for both the eastern and western divisions were in compliance in all categories. There were no areas of discrimination in either division. Paramedics Plus is now staffing up in preparation for the flu season, with an academy being held currently in Tulsa, and one scheduled for October in Oklahoma City.

Mr. Williamson reviewed with the board an update provided by Frank Gresh regarding the status of the CAD2CAD interface projects currently being worked. The CAD2CAD interface will allow the major cities in our system to connect with our present CAD (Computer Aided Dispatch). All cities involved are very cooperative in the effort. Edmond is going to be the initial test bed, as the call volume there provides a good environment for testing. Oklahoma City will be the next city interfaced, and a plan for connectivity is in place there, as well. Tulsa has not yet signed their contract with TriTech, but is close to doing so, and will then be on track for a 12 month implementation process.

Mr. Williamson is very pleased with the performance of both Tulsa's and Oklahoma City's dispatch centers. EMSA has one of a few internationally accredited dispatch centers, and as such, pays careful attention to monitoring details such as the number of abandoned calls and the time taken to answer calls (with all but seven out of 78,217 calls received as of August, 2010 in the eastern division answered in less than 10 seconds). EMSA also uses ACDs (automatic call distributors), which distribute calls as they come in between all operators.

Mr. Williamson informed the board that Tulsa Mayor Dewey Bartlett and Councilor Rick Westcott, Chairman of the Tulsa City Council, visited EMSA this morning to discuss the recent accreditation by CAAS (Commission on Accreditation of Ambulance Services), and to walk through the facility. The meeting went well, and positive input was received from both Mayor Bartlett and Councilor Westcott regarding the strength of the current EMS system.

Mr. Williamson reported that the City of Tulsa recently received the results from a large study performed by KPMG. One of the results of the study places great emphasis on the benefits of private/public partnerships. Mr. Williamson believes this is a great opportunity to showcase EMSA as a successful example of a private/public partnership.

EMSA is preparing to work in earnest with the staff on improving customer satisfaction. We will be working with Professional Research Consultants (PRC), a company well known for their work in the health industry.

Mr. Williamson informed the board that the Affordable Care Act, the legislation that provided a 2% temporary adjustment for medicare reimbursement for 2010, will end on December 31. In an effort to keep our current reimbursement levels for next year, EMS reimbursement is now tied to three different bills currently in Congress.

5. Approval of Breach Notification Policy and Procedures for Unsecured Protected Health Information (PHI)

Mr. Williamson explained that HIPAA covered entities are now required to notify affected individuals of certain security breaches concerning their protected health information (PHI). To ensure that EMSA complies with the breach notification regulation provisions (Breach Rule) of the Privacy Rule, EMSA's counsel has tailored a policy that outlines the procedures for investigation and proper notification.

Upon motion made by Ms. Perryman and seconded by Dr. Rodgers, the Board of Trustees voted to Approve the Breach Notification Policy and Procedures for Unsecured Protected Health Information (PHI)

AYE: Ms. Lillian Perryman, Dr. Jim Griffin, Dr. Jim Rodgers, Mr. Larry McAtee, Dr. Tyree Seals, Mr. Joe Hodges, Mr. Phil Morgans, Mr. Gary Marrs, Mr. Larry Stevens

NAY: None

ABSTENTION: None

ABSENT: Mr. Allen LaCroix

6. Medical Director's Report

Dr. Goodloe was unable to attend.

7. New Business

None.

8. Trustees' Reports

None.

9. Next Regular Meeting

The next meeting of the EMSA Board of Trustees will be on Wednesday, October 27, 2010 at 1:00 pm via video conference at the EMSA Administrative Offices, 1111 Classen Drive, Oklahoma City (Western Division) and 1417 N. Lansing Ave., Tulsa, OK (Eastern Division).

10. Adjourn

The meeting was adjourned at 1:25 pm.

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Ann C. Laur, Secretary Date Approved