

**EMERGENCY MEDICAL SERVICES AUTHORITY – A Public Trust**

**Board of Trustees Special Meeting**

Wednesday, April 26, 2017 – 1:00 pm

Stroud Conference Center

218 West Main Street, Stroud OK 74079

**Minutes:**

**NOTICE AND AGENDA** for the Special Meeting of the Board of Trustees of the Emergency Medical Services Authority, a Public Trust, was posted April 24, 2017 in the offices of the City Clerk of Oklahoma City at 9:34 a.m., and with the City Clerk of City of Tulsa on April 24, 2017 at 8:34 a.m., more than 48 hours prior to the time set for the meeting.

**TRUSTEES PRESENT**

Mr. Larry Stevens  
Dr. Jim Rodgers  
Mr. Larry McAtee  
Chief Bryan Wood  
Ms. Jan Slater (1:21 p.m.)  
Ms. Allison Petersen  
Mr. Phil Lakin  
Ms. Kelly Brader  
Mr. Joe Hodges  
Dr. Jeffrey Goodloe

**OTHERS PRESENT**

Steve Williamson, EMSA  
Frank Gresh, EMSA  
Jim Winham, EMSA  
Angela Lehman, EMSA  
Kelli Bruer, EMSA  
Julie Roberts, EMSA  
Tracy Johnson, EMSA  
Kent Torrence, EMSA  
Sonny Geary, AMR  
Tina Wells, AMR  
Rick Ornelas, AMR  
Heath Wright, AMR  
Jim Orbison, Riggs Abney  
Kris Koepsel, Riggs Abney  
Bob Nance, Riggs Abney  
Chief Blocker, City of OKC

A quorum was present and the meeting was called to order at 1:00 p.m. by Madam Chair Petersen.

**CONSENT AGENDA**

**1. Approval of Board Minutes from EMSA’s Board of Trustees Regular Meeting of March 22, 2017 at 1:00 p.m.**

Upon motion made by Dr. Rodgers and seconded by Mr. Stevens, the Board of Trustees voted to approve EMSA’s Regular Board Minutes of March 22, 2017.

AYE: Mr. McAtee, Dr. Rodgers, Chief Wood, Ms. Petersen, Ms. Brader, Mr. Lakin, Mr. Stevens, Mr. Hodges

NAY: None

ABSENT: Ms. Slater

The Motion was passed.

**2. Approval of New and Updated Compliance Policies**

Prior to Ms. Petersen requesting a motion for approval of the new and updated compliance policies, Dr. Goodloe raised his concerns regarding the legality/scope that these policies apply to all EMSA staff operations--in particular, the purchasing policy as the Office of the Medical Director does not report to EMSA, but to the Medical Control Board. A discussion was had regarding the intention and structure of these policies as it relates to the Office of the Medical Director.

With the understanding that the policies before the Board today that lists the Office of the Medical Director will be removed within the scope, but will be addressed at next month’s meeting as to the check and balance process, Ms. Petersen asked for a motion to approve these policies.

Mr. McAtee interjected that he has the impression that there is a rush to get these pushed through. Ms. Petersen reminded Mr. McAtee and the Board that at the recent Legal Committee meeting it was decided what information we wanted to be reported to the Legal Committee and that is how we are ensuring that there is compliance with these policies. A discussion was had addressing Mr. McAtee’s concerns.

Upon motion made by Mr. Lakin and seconded by Chief Wood, the Board of Trustees voted to approve the new and updated compliance policies.

AYE: Ms. Brader, Ms. Petersen, Chief Wood, Mr. Hodges, Mr. Lakin, Mr. Stevens, Dr. Rodgers

NAY: Mr. McAtee

ABSENT: Ms. Slater

The Motion was passed.

### **REGULAR AGENDA**

**1. Chairman's Report**

In lieu of time for the Executive Session, Ms. Petersen has no report today and turned the meeting over to Mr. Williamson.

**2. President's Report**

Due to the Executive Session, Mr. Williamson informed everyone that the regular reports given by EMSA staff are available online.

Ms. Petersen brought it to the Board's attention that with the current EMSA Purchasing Policy, the Board of Trustees is required to approve every sole source contract and we have three to vote upon today submitted by EMSA's Chief Information Officer, Mr. Frank Gresh.

(Ms. Slater arrived at 1:21 p.m. to participate in the discussion.)

Discussions were had on each contract: Total Radio, NICE 56 Channel Inform Recording System and Cloverleaf Integration Bundle. Full details of discussions are included in meeting transcript.

Upon motion made by Mr. Stevens and seconded by Dr. Rodgers, the Board of Trustees voted to approve all three sole source contracts.

AYE: Mr. Stevens, Dr. Rodgers, Mr. McAtee, Ms. Petersen, Ms. Brader, Ms. Slater, Chief Wood, Mr. Hodges, Mr. Lakin

NAY: None

ABSENT: None

The Motion was passed.

**3. Medical Director's Report**

Dr. Goodloe has no pressing clinical performance concerns today. He stated he always appreciates our dispatchers, EMTs and paramedics.

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4. **An Executive Session of the Board of Trustees, as authorized by Title 25, § 307 B.4 of the Oklahoma Statutes, for the purpose of confidential communications with its attorneys concerning the lawsuit filed by the United States of America, ex rel/ Stephen Dean against EMSA and others, in the United States District Court for the Eastern District of Texas, Sherman Division, Civil Action No. 4:14-CV-203, and, with the advice of its attorneys, a determination by the Board of Trustees that disclosure to the public of the communications in such Executive Session will seriously impair the ability of the Board of Trustees to process such litigation in the public interest.**

Ms. Petersen called for a motion to hold an Executive Session for such purpose and to make such determination based on the advice of its attorneys. Upon motion made by Chief Wood and seconded by Ms. Brader, the Board of Trustees voted to hold an Executive Session at 1:26 p.m.

AYE: Dr. Rodgers, Ms. Petersen, Ms. Brader, Mr. Stevens, Chief Wood, Mr. McAtee, Mr. Lakin, Ms. Slater, Mr. Hodges

NAY: None

ABSENT: None

The Motion was passed.

5. **After a return by the Board of Trustees to the public meeting, Ms. Petersen informed the Board that we do not have an item to vote upon which concerns the above-described litigation during the Executive Session.**

Ms. Petersen called for a motion to close the Executive Session. Upon motion made by Mr. Hodges and seconded by Mr. Stevens, the Board of Trustees voted to close the Executive Session at 2:31 p.m.

AYE: Mr. Lakin, Dr. Rodgers, Mr. McAtee, Ms. Slater, Ms. Petersen, Ms. Brader, Mr. Stevens, Chief Wood, Mr. Hodges

NAY: None

ABSENT: None

The Motion was passed.

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6. **An Executive Session of the Board of Trustees, as authorized by Title 25, § 307 B.4 of the Oklahoma Statutes, for the purpose of confidential communications with its attorneys concerning the lawsuit filed by Robert Young, on behalf of himself and all others similarly situated against EMSA and others, in the United States District Court for the Northern District of Oklahoma, No. 17-cv-00101, and, with the advice of its attorneys, a determination by the Board of Trustees that disclosure to the public of the communications in such Executive Session will seriously impair the ability of the Board of Trustees to process such litigation in the public interest.**

Ms. Petersen called for a motion to hold an Executive Session for such purpose and to make such determination based on the advice of its attorneys. Upon motion made by Mr. Stevens and seconded by Mr. Lakin, the Board of Trustees voted to hold an Executive Session at 2:33 p.m.

AYE: Dr. Rodgers, Ms. Petersen, Ms. Brader, Mr. Stevens, Chief Wood, Mr. McAtee, Mr. Lakin, Ms. Slater, Mr. Hodges

NAY: None

ABSENT: None

The Motion was passed.

7. **After a return by the Board of Trustees to the public meeting, Ms. Petersen informed the Board that we do have an item to vote upon which concerns the above-described litigation and is considered during the Executive Session.**

Ms. Brader made a motion to appoint Allison Petersen and Jan Slater as liaisons to legal counsel for oversight of the Young v. EMSA et al, Case #17-CV-101 to report back to the Board as appropriate. Mr. Hodges seconded the motion

AYE: Dr. Rodgers, Mr. Hodges, Mr. McAtee, Ms. Slater, Mr. Lakin, Ms. Petersen, Ms. Brader, Mr. Stevens, Chief Wood

NAY: None

ABSENT: None

The Motion was passed.

Ms. Petersen called for a motion to close the Executive Session. Upon motion made by Mr. Stevens and seconded by Dr. Rodgers, the Board of Trustees voted to close the Executive Session at 3:00 p.m.

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AYE: Ms. Brader, Ms. Petersen, Ms. Slater, Mr. McAtee, Chief Wood, Dr. Rodgers, Mr. Stevens, Mr. Lakin. Mr. Hodges

NAY: None

ABSENT: None

The Motion was passed.\*

\*This vote was found to be in error, and confirmed by legal counsel present at meeting, as the Executive Session had already ended and the Board of Trustees had returned to public meeting.

**8. New Business**

None

**9. Trustees' Reports**

None

**10. Next Meeting** – Wednesday, May 26, 2017 at 1:00 pm via video conference – EMSA Administrative offices, 1111 Classen Drive, Oklahoma City, OK 73103 and 1417 N. Lansing Ave., Tulsa, OK 74106

**11. Adjourn**

The Special Meeting was adjourned at 3:02 p.m.

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Julie Roberts, Assistant Secretary

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Date