

**EMERGENCY MEDICAL SERVICE AUTHORITY – A Public Trust  
Special Board of Trustees Meeting  
February 28, 2018 at 1:00 p.m. via Video Conference  
Hampton Inn, 913 West Ada Webb Drive, Stroud OK**

**Minutes:**

**NOTICE AND AGENDA** for the Special Meeting of the Board of Trustees for the Emergency Medical Services Authority, a Public Trust, were posted February 23, 2018 at 3:18 p.m. in the offices of the City Clerk of Tulsa and with the City Clerk of Oklahoma City on February 23, 2018 at 3:20 p.m., more than 48 hours prior to the time set for the meeting.

**TRUSTEES PRESENT**

Mr. Kyle Nondorf  
Ms. Kelly Brader  
Mr. Phil Lakin  
Mr. Larry McAtee  
Ms. Jan Slater  
Mr. Larry Stevens  
Ms. Allison Petersen  
Chief Bryan Wood  
Dr. Jim Rodgers  
Mr. Wiley Williams

**OTHERS PRESENT**

Jim Winham, EMSA  
Angela McLain, EMSA  
Kent Torrence, EMSA  
Frank Gresh, EMSA  
Tracy Johnson, EMSA  
James Davis, EMSA  
Kelli Bruer, EMSA  
Julie Roberts, EMSA  
Sonny Geary, AMR  
Heath Wright, AMR  
Tina Wells, AMR

**TRUSTEES ABSENT**

Dr. Jeffrey Goodloe (Excused)

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

**CONSENT AGENDA**

**1. Approval of Board Minutes from the EMSA Board of Trustees Regular Meeting dated January 24, 2018 at 1:00 p.m.**

Upon motion made by Ms. Petersen and seconded by Ms. Brader, the Board of Trustees voted to approve the Board Minutes from the EMSA Board of Trustees Regular Meeting dated January 24, 2018 at 1:00 p.m.

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

NAY: None

ABSENT: Dr. Goodloe

The motion was passed.

**2. Approval of Collections Vendors from Request for Proposal (RFP) PFS-2017-01**

Ms. Slater called upon Angela McLain to provide a quick overview. Ms. McLain referred to a handout of what the Legal Committee discussed in their meeting prior to this meeting. She stated the Committee recommended two companies from the RFP—first placement would be Wakefield to do first collections, early outs, and legal services. Wakefield is a member of the American Ambulance Association and they have a lot of experience with ambulance service; the second agency is API which won't do as much for us but will be used as a backup in case things don't work out with Wakefield. Discussions held. Full details of discussions included in meeting transcript.

Upon motion made by Dr. Rodgers and seconded by Ms. Petersen, the Board of Trustees voted to approve the Collections Vendors from Request for Proposal (RFP) PFS-2017-01.

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

NAY: None

ABSENT: Dr. Goodloe

The motion was passed.

**3. 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, H. Stephen Williamson 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.**

**EMERGENCY MEDICAL SERVICE AUTHORITY – A Public Trust**  
**Special Board of Trustees Meeting**  
**February 28, 2018**  
Page Three

Ms. Slater called for a motion to enter an Executive Session for such purpose and to make such determination based on the advice of its attorneys. Upon motion made by Mr. Williams and seconded by Mr. Stevens, the Board of Trustees voted to hold an Executive Session at 1:10 p.m.

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

NAY: None

ABSENT: Dr. Goodloe

The motion was passed.

**4. After a return by the Board of Trustees to the public meeting vote upon any item of business which concerns the above-described claim and is considered during the Executive Session.**

Ms. Slater called for a motion to close the Executive Session. Upon motion made by Mr. Lakin and seconded by Dr. Rodgers, the Board of Trustees voted to close the Executive Session at 2:54 p.m.

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

NAY: None

ABSENT: Dr. Goodloe

The motion was passed.

Ms. Slater asked if there were any other motions to be made coming from the Executive Session. Ms. Brader made a motion to redesignate Ms. Slater, Ms. Petersen and Mr. Williams to oversee any future litigation including negotiations and any resolutions. Mr. Stevens seconded the motion.

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

NAY: None

ABSENT: Dr. Goodloe

The motion was passed.

**5. **Adjourn** – The meeting was adjourned by Madam Chair Slater at 2:58 p.m.**

---

Julie Roberts, Assistant Secretary

---

Date