

**EMERGENCY MEDICAL SERVICES AUTHORITY – A Public Trust  
Board of Trustees Meeting**

Wednesday, June 26, 2013 – 1:00 pm  
EMSA Corporate Offices  
1111 Classen Dr., OKC, OK 73103  
1417 N. Lansing Ave., Tulsa, OK 74106

**Minutes:**

**NOTICE AND AGENDA** for the Special Meeting of the Board of Trustees of the Emergency Medical Services Authority, a Public Trust, was posted June 25, 2013 in the offices of the City Clerk of Oklahoma City at 8:04 am, and with the City Clerk of the City of Tulsa on June 25, 2013 at 8:04 am, more than 24 hours prior to the time set for the meeting.

A quorum was present, and the meeting was called to order at 1:06 p.m. by Ms. Lillian Perryman.

**TRUSTEES PRESENT**

Mr. Larry Stevens  
Dr. Ed Shadid  
Mr. Clay Bird  
Mr. Phil Lakin  
Ms. Lillian Perryman  
Mr. Mark Joslin  
Mr. Joe Hodges  
Dr. Jim Rodgers  
Dr. Jeff Goodloe

**OTHERS PRESENT**

Steve Williamson, EMSA  
Kent Torrence, EMSA  
Angie Lehman, EMSA  
Ann Laur, EMSA  
Kelli Bruer, EMSA  
Tracy Johnson, EMSA  
James Davis, EMSA  
John Peterson, Paramedics Plus  
Joanne McNeil  
Jim Orbison, Riggs/Abney  
Doug Dowler, City of OKC  
Kari Culp, Schnake/Turnbo/Frank

**TRUSTEES ABSENT**

Mr. Larry McAtee (excused absence)  
Dr. Charles Foulks (excused absence)

**CONSENT AGENDA**

1. **Approval of Regular Board Minutes from the 1:00 pm meeting on April 24, 2013**

**Upon motion** made by Mr. Stevens and seconded by Dr. Rodgers, the Board of

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Trustees voted to approve the Regular Board Minutes from the 1:00 pm meeting on April 24, 2013.

AYE: Mr. Joe Hodges, Dr. Jim Rodgers, Dr. Ed Shadid, Mr. Clay Bird, Mr. Larry Stevens, Ms. Lillian Perryman, Mr. Mark Joslin

NAY: None

ABSTENTION: None

ABSENT: Mr. Phil Lakin (absent for this vote), Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

2. **Minutes of Special Meeting of Legal, Ethics and Public Relations committee, April 24, 2013** (for review only)
3. **Minutes of Special Meeting of Finance, Investment, Nomination and Personnel Committee, April 24, 2013** (for review only)

**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 eleven months ending May 31, 2013. The Eastern Division had a YTD loss of \$2,316 thousand compared to a budgeted loss of \$1,236 thousand. The Western Division had a YTD net loss of \$7,372 thousand compared to a budgeted net loss of \$8,397 thousand. The YTD collection rate for the Eastern Division was 56.0% compared to a budgeted collection rate of 48.0%. The YTD collection rate for the Western Division was 55.0% compared to a budgeted collection rate of 46.0%. The Eastern Division had 829 more emergency transports than budgeted YTD, and 185 less non-emergency transports than budgeted. The Western Division had 1,803 more emergency transports than budgeted YTD, and 1,806 more non-emergency transports than budgeted.

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Mr. Torrence then reviewed Accounts Receivable Aging, Past Due Accounts Receivable, and Cash Receipts and Disbursements for both the eastern and western divisions.

**3. Approval of Fiscal Year 2014 Annual Budget**

Mr. Hodges stated that the Finance, Investment, Nomination and Personnel Committee reviewed the budget in their meeting today. The Committee feels the budget is appropriate and recommends the Board approve it. Mr. Torrence will present a budget overview to the Board, and afterwards, the Committee will share some thoughts and comments.

Mr. Torrence first reviewed the assumptions.

- EMSA is projecting emergency and non-emergency transport volumes will increase 2% over 2013 actuals  
It is a conservative assumption, but has served EMSA well in the past.
- Payer and service mix approximates 2013 actuals  
EMSA is allocating joint costs based on unit hours, at a 47%/53% split.
- Base emergency rates for both eastern and western divisions will increase from \$1300 to \$1500
- The mileage rate will be increased from \$9 to \$12
- Utility bill revenue in the East reflects 110,000 water taps at \$3.64 per month per tap
- The budget excludes the “First Responder” fee paid to Tulsa and the eastern non-beneficiaries for 2013  
If the fee of \$687,000 was to be included in 2014, the emergency rate would need to be \$1700.

Mr. Torrence then reviewed budget to actual comparisons.

- EMSA is projecting a \$3.5 million (6.7%) increase in contractor cost due to an increase in volume and an increase in the contractual rate consistent with past yearly contractual increases
- EMSA projects a \$242 thousand (2%) increase in other operating expenses  
No single expense category can individually be singled out as giving rise to

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this increase. There are detailed comparisons and explanations of expense line items in the “Comparison of Budget to Actual” in the budget package.

Next Mr. Torrence reviewed the main/profit loss items on EMSA's income statement, comparing the 2014 budget to the June 30, 2013 estimated actual.

- In the eastern division, EMSA is projecting an overall loss of \$569 thousand in 2014 to a \$4 million loss in 2013. The decrease is due to the fact the first responder fee of \$687,000 is not being included, the cost sharing ratio is decreasing from 48% to 47%, and the fact EMSA will have a slight bit more interest income in 2014. Net depreciable assets will increase, due to the addition of ambulances in 2014.
- In the western division, EMSA is projecting an overall loss of \$9,693 thousand in 2014 compared to a net loss of \$8,113 thousand in 2013. The difference is due mainly to the increase in contractor cost.
- Revenue is expected to rise in both divisions due mainly to the rate increase, but also to the mileage increase and the fact EMSA will request more revenue from the utility fee program income.

Mr. Bird asked Mr. Torrence for clarification regarding the request for more revenue from the utility fee program. Mr. Torrence explained that due to a change in accounting rules, EMSA now recognizes revenue on utility bills only after it is requested from the city and received. Based on the city ordinance, the fund is set up to help stabilize rates. Once EMSA demonstrates their cash position is in accordance with the ordinance, EMSA can request whatever is within the ordinance's restrictions. The city of Tulsa will receive approximately \$4.8 million from the program in the upcoming year. EMSA will request more than that, because there is currently about \$1.5 million in the account now, due to the fact EMSA did not request the full \$4.8 million last year. EMSA will request the \$4.8 million for this year, in addition to the \$1.5 million in the account now. The request is in accordance with the ordinance.

Mr. Torrence then reviewed cash forecast assumptions for the years 2014 through 2018.

- Transports will increase 2% annually
- No change in payer or service mix
- Emergency rate increases to \$1500 in 2014 and to \$1800 in 2015 for both divisions

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- It is assumed that the Eastern utility bill rate is increased from \$3.64 to \$5.64 for fiscal year ended June 30, 2016. The emergency rate would need to increase \$500 to generate the revenue per the above
- Non-contractual operating expenses will increase 3% per year
- Joint costs split 47/53 between East and West
- The East forecast includes \$1,750,000 of First Responder capital/supply costs (\$350,000 per year)
- West will subsidize projected cash deficits

Dr. Shadid asked what the proposed increase for the utility fee program is in the western division. Mr. Doug Dowler (OKC's budget director) explained the proposed increases are on the agenda for the next OKC council meeting. It will be proposed that the rate goes from its current \$3.65 per month to \$4.35 this year, then to \$4.40 next year and \$4.45 the year after that.

Mr. Bird asked if the increases expected to be received by Tulsa from the planned enforcements on multi-family units are included in the assumptions. Mr. Williamson replied they are not, due to the fact EMSA is unable to make an educated guess of the success of the enforcement program. Those projections will be made next year, after results from the program can be seen from this year.

Cash projections for the Eastern and Western divisions for years 2014 through 2018 were then reviewed. Mr. Torrence stated that the forecasted cash balances are less than EMSA would be allowed per ordinance.

Dr. Goodloe asked why the forecast is shown to go down between 2017 and 2018. Mr. Torrence explained a large capital expenditure item is planned in 2018.

After Mr. Torrence concluded his presentation of the budget, Mr. Hodges addressed the Board regarding pay increases for the upcoming fiscal year, which are included as an item within the budget.

The Investment, Nomination, Personnel and Finance committee reviewed salary increase amounts at their noon meeting today. For most employees, management is recommending a 3% increase, which is basically the cost of living increase for employees. The committee received from management some market data regarding the positions of the CEO, the CIO, the vice president of financial services and the director of communications. The data provided comparisons to the market and fair market values.

All management positions are recommended to receive a 3% increase, with the exception of Mr. Williamson's and Ms. Bruer's (director of marketing). Management

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is recommending Ms. Bruer receive a 14% increase, which would bring her to the 50<sup>th</sup> percentile of market value.

Mr. Hodges reminded the Board that Mr. Williamson has not received an increase since 2011. He did not receive one in 2012, due to the impending state audit at the time. The Board had stated they would look again at an increase for Mr. Williamson once the audit was complete, but then failed to do so. Therefore, Mr. Hodges and the rest of the committee are recommending a 6% increase for Mr. Williamson to cover both 2012 and 2013 increases. Even with a 6% increase, Mr. Williamson's salary will be approximately \$20,000 less than the 50<sup>th</sup> percentile of market value.

Dr. Shadid asked if benefits were compared, as well. Mr. Hodges replied that the comparison was for direct cash compensation only. Benefits would be an extra 25% to 30% for each employee.

Dr. Shadid stated he does not agree with revisiting last year's increase for Mr. Williamson. He believes the decision was made not to provide an increase for him last year, and he feels the audit speaks for itself. He is agreeable to providing a 3% increase for this year.

Mr. Hodges reiterated that it is his opinion the Board failed to revisit last year's increase as promised. He does not feel the 6% increase is necessarily about last year. He feels it has more to do with getting this position to a competitive salary rate.

Mr. Hodges suggested the chair person call for a vote on this issue, as there is disagreement among members. Ms. Perryman asked the members of the committee if the 6% increase for Mr. Williamson was a unanimous recommendation by the committee. Committee members replied yes.

Mr. Clay Bird asked if the city of Oklahoma City employees are receiving a pay increase this year, and if so, what percentage.

Mr. Doug Dowler stated that management increases will likely be about 1.8%. It will be different for employees who fall under the bargaining agreement.

Ms. Perryman called for a vote due to the recommendation of the Finance, Investment, Nomination and Personnel committee.

Mr. Hodges asked if Mr. Williamson's salary increase would be voted on as a separate item. Mr. Jim Orbison, the board's attorney, confirmed for the board that the votes can be taken separately.

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Board members agreed to have one vote for the approval of Mr. Williamson's recommended 6% increase, another vote for approval of all other EMSA employee recommended increases, and a third vote for the approval of the EMSA 2014 budget.

Mr. Bird asked if the dollar amount of the total EMSA employee pay increase is available. He would like to know how budgeted salary expense this year compares to last year.

Mr. Hodges answered that salaries this year will be approximately \$40,000 more than last year, all things taken into account.

**Upon motion** made by Mr. Stevens and seconded by Mr. Hodges, the Board of Trustees voted to approve the budgeted pay increases (most at 3%) for all EMSA employees with the exception of the Mr. Steve Williamson, to be effective on July 1, 2013.

AYE: Mr. Joe Hodges, Dr. Jim Rodgers, Dr. Ed Shadid, Mr. Clay Bird, Mr. Larry Stevens, Ms. Lillian Perryman, Mr. Mark Joslin

NAY: None

ABSTENTION: None

ABSENT: Mr. Phil Lakin (absent for this vote), Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

**Upon motion** made by Mr. Hodges and seconded by Mr. Stevens, the Board of Trustees voted to approve a 6% pay increase for the CEO position (Mr. Williamson), to be effective on July 1, 2013.

AYE: Mr. Joe Hodges, Dr. Jim Rodgers, Mr. Clay Bird, Mr. Larry Stevens, Ms. Lillian Perryman, Mr. Mark Joslin

NAY: Dr. Ed Shadid

ABSTENTION: None

ABSENT: Mr. Phil Lakin (absent for this vote), Dr. Charles Foulks, Mr. Larry McAtee

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The Motion passed.

**Upon motion** made by Mr. Hodges and seconded by Mr. Joslin, the Board of Trustees voted to approve the Fiscal Year 2014 Annual Budget.

AYE: Mr. Joe Hodges, Dr. Jim Rodgers, Dr. Ed Shadid, Mr. Clay Bird, Mr. Larry Stevens, Ms. Lillian Perryman, Mr. Mark Joslin

NAY: None

ABSTENTION: None

ABSENT: Mr. Phil Lakin (absent for this vote), Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

**4. Approval of Fiscal Year 2015 Western Division Emergency Transport Rate Increase**

Mr. Williamson informed the Board that the city of Oklahoma City requested approval for the western division emergency transport rate to be set at \$1,800 for fiscal year 2015. The \$1,800 rate is shown in the five-year cash projection of the budget. The fiscal year 2014 budget includes the increase of the emergency transport rate to \$1,500 and the mileage rate to \$12 per mile for this year, but approval of a 2015 rate increase will require a separate vote.

Dr. Rodgers questioned why the same vote would not be requested for the city of Tulsa. Mr. Williamson explained that the government of the city of Tulsa has not requested a vote for the projected 2015 rate increase.

Dr. Shadid asked for an explanation as to why citizens who are opted in to the utility fee program pay the same rate for the program regardless of the proximity of their residence to their hospital of choice. He stated citizens who are not in the utility fee program are clearly charged for mileage, and he questions if it is fundamentally fair to charge everyone the same utility rate no matter where they live, when the cost of delivering services to them is clearly different.

Mr. Williamson answered that it is fair, in his opinion, to charge one rate for utility fee members, as citizens are often transported from a location other than their home, such as from work or a traffic accident.

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The OKC utility fee program was developed solely by the city government of Oklahoma City, therefore, changes made in the program would have to be driven by the city.

Dr. Shadid asked if utility fee members are charged mileage, as non-members are. Mr. Williamson answered yes, and explained that every patient receives a base rate mileage charge. Medicare pays a \$7 reimbursement rate for mileage, and other payers' reimbursement rates are significantly over EMSA's current charge of \$9 a mile. EMSA is raising the mileage rate to \$12 this year, so as not to leave money on the table.

Dr. Shadid then asked if the 2015 rate must be addressed at this meeting. Mr. Williamson replied yes, as the city of Oklahoma City requested it to be.

Mr. Doug Dowler explained that many types of rate increases in Oklahoma City are considered on a multi-year approach, to prevent having to revisit the issue every year.

Dr. Shadid stated he will vote against it both at Oklahoma City's city council meeting and today, as he believes the increase should be considered on an annual basis.

**Upon motion** made by Mr. Stevens and seconded by Mr. Hodges, the Board of Trustees voted to approve the fiscal year 2015 Western Division Emergency Transport Rate Increase.

AYE: Mr. Phil Lakin, Ms. Lillian Perryman, Dr. Jim Rodgers, Mr. Clay Bird, Mr. Mark Joslin, Mr. Joe Hodges, Mr. Larry Stevens,

NAY: Dr. Ed Shadid

ABSTENTION: None

ABSENT: Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

**5. Approval of the Professional Services Agreement Between the City of Oklahoma City and the Emergency Medical Services Authority**

Mr. Williamson stated this agreement is the standard formal agreement with the City of Oklahoma City allowing for the Utility Fee Program.

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**Upon motion** made by Mr. Stevens and seconded by Mr. Hodges, the Board of Trustees voted to approve the Professional Services Agreement Between the city of Oklahoma City and the Emergency Medical Services Authority.

AYE: Mr. Mark Joslin, Dr. Jim Rodgers, Ms. Lillian Perryman, Mr. Larry Stevens, Mr. Phil Lakin, Mr. Clay Bird, Mr. Joe Hodges, Dr. Ed Shadid

NAY: None

ABSTENTION: None

ABSENT: Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

**6. Approval of the Lease Agreement Made and Entered Into by the City of Oklahoma City and the Emergency Medical Services Authority**

Mr. Williamson stated the lease agreement is identical to last year's, whereby capital equipment for the western division is purchased by OKC and then leased to EMSA for its use and operations.

**Upon motion** made by Mr. Stevens and seconded by Dr. Shadid, the Board of Trustees voted to approve the lease agreement made and entered into by the City of Oklahoma City and the Emergency Medical Services Authority.

AYE: Ms. Lillian Perryman, Mr. Joe Hodges, Dr. Ed Shadid, Mr. Phil Lakin, Mr. Clay Bird, Mr. Larry Stevens, Dr. Jim Rodgers, Mr. Mark Joslin

NAY: None

ABSTENTION: None

ABSENT: Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

**7. Ratification of President's Action regarding Addendum No. 2 to the EMSA RFP 2013**

Mr. Williamson explained to the Board that due to scheduling conflicts with various members of the Board, EMSA needed to fill one more position for the Selection Committee for the RFP 2013. Because Mr. Gary Marrs has been a longtime board

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member until very recently and has a great knowledge of our EMS system, Mr. Williamson asked if he would be willing to serve as a member of the Committee. He agreed, and is already in the process of reviewing Committee materials. The 2013 RFP has been amended to legally accommodate this change. On page 57 of the RFP, under Section D., "Evaluation of Proposals", #1 has been amended to allow a former member of the EMSA Board of Trustees to serve on the Selection Committee. Mr. Williamson asks that the Board vote to ratify his action.

**Upon motion** made by Dr. Rodgers and seconded by Mr. Lakin, the Board of Trustees voted to approve Ratification of President's Action regarding Addendum No. 2 to the EMSA RFP 2013.

AYE: Mr. Joe Hodges, Dr. Jim Rodgers, Mr. Phil Lakin, Mr. Clay Bird, Mr. Larry Stevens, Ms. Lillian Perryman, Mr. Mark Joslin

NAY: Dr. Ed Shadid

ABSTENTION: None

ABSENT: Dr. Charles Foulks, Mr. Larry McAtee

**8. Appointment of Mr. Gary Marris to the RFP 2013 Selection Committee**

Mr. Bird asked Dr. Shadid if he would share his reason for voting no on the prior item regarding the addendum to the RFP. Dr. Shadid explained that he does not agree with changing the make-up of the Selection Committee. He feels the make-up had been set previously for a reason, and it had not included former board members.

Mr. Williamson stated that it was due to conflicts in board members' schedules, including Dr. Shadid's that had made it necessary to make the change. Dr. Shadid stated he had previously indicated he would be willing to serve on the Committee, if the meeting could have been held on a Saturday. He is unable to participate for two full weekdays. He also suggested meeting for one long day, perhaps 7 am – midnight. Mr. Williamson recognized his scheduling difficulty, but explained that a selection of this caliber requires a great amount of time and much preparation, and two weekdays served them best.

Ms. Perryman then asked for a motion for the appointment of Mr. Marris to the RFP 2013 Selection Committee.

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**Upon motion** made by Mr. Stevens and seconded by Mr. Hodges, the Board of Trustees voted to approve the Appointment of Mr. Gary Marrs to the RFP 2013 Selection Committee.

AYE: Mr. Phil Lakin, Ms. Lillian Perryman, Dr. Jim Rodgers, Mr. Clay Bird, Dr. Ed Shadid, Mr. Mark Joslin, Mr. Joe Hodges, Mr. Larry Stevens,

NAY: None

ABSTENTION: None

ABSENT: Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

**9. Appointment of Mr. Jon Swanson of MEMS (Metropolitan Emergency Medical Services) to the RFP 2013 Selection Committee**

Mr. Williamson informed the Board that Mr. Jon Swanson is the Director of the Metropolitan Emergency Medical Services in Little Rock, Arkansas. He is a member of the State Ambulance Association in Arkansas, and is active in several committees in the American Ambulance Association. Mr. Swanson is well versed in contract bidding requirements, has participated in other similar selection committees for other cities, and would be a great asset to the EMSA's Selection Committee.

Dr. Shadid asked which contractor is used in the Little Rock service. Mr. Williamson replied that Little Rock does not use either AMR or Paramedics Plus, which is why Mr. Williamson chose him. He will remain unbiased.

Dr. Goodloe appreciates Dr. Shadid's concern. He believes the selection of the next ambulance provider contractor is particularly important, due to the current contractor having their contract internally negotiated and renewed twice, each for another five-year period. Therefore, he knows this is potentially not a short-term contractor selection. As the Medical Director, it is extremely important to him, as it is to everyone, that the best possible contractor for EMSA is chosen. It is important to have transparency in the selection, and he does not want anyone internal or external to the system thinking this decision is a foregone conclusion, or that the current contractor has an inherent advantage or disadvantage.

Dr. Shadid agreed, and reiterated one last time, he feels it was a mistake to let go of the second largest provider in the country.

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Mr. Williamson stated he recently learned that Moody's has downgraded Rural Metro's rating. This information supports his previous and current concerns about Rural Metro's financial stability, and the Board's decision in that regard.

Mr. Lakin asked Mr. Williamson to review for him the makeup of the Selection Committee.

The makeup of the nine member committee is:

- Two board members from each division (4 members)
- One city councilor from both Tulsa and OKC (2 members)
- One individual experienced in EMS operations
- Two physicians chosen by and representing the Medical Control Board, one of which can be the Medical Director

**Upon motion** made by Mr. Joslin and seconded by Mr. Lakin, the Board of Trustees voted to approve the Appointment of Mr. Jon Swanson of MEMS (Metropolitan Emergency Medical Services) to the RFP 2013 Selection Committee.

AYE: Mr. Mark Joslin, Dr. Jim Rodgers, Ms. Lillian Perryman, Mr. Larry Stevens, Mr. Phil Lakin, Mr. Clay Bird, Mr. Joe Hodges, Dr. Ed Shadid

NAY: None

ABSTENTION: None

ABSENT: Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

**10. Committee Reports and Recommendations**

Mr. Hodges informed the Board the Finance, Investment, Nomination and Personnel committee reviewed the budget, salary increases, the Chief Operating Officer job description and the board informational sheet in their meeting today.

The committee decided to recommend one change to the COO job description, and will bring that item to the Board for their review and approval when the change has been completed.

Mr. Hodges will update the Board regarding changes the committee will be recommending for the Board Informational Sheet when that item (#11 on today's agenda) is discussed.

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Mr. Bird gave the Board a short summary of the Legal, Ethics and PR committee meeting. He stated the committee looked at the marketing and communications budget. They discussed the fact that a large portion of the budget is allocated for the City of Tulsa, but after hearing the percentages of opt-ins / opt-outs in both divisions, the committee spending the money in a more equitable fashion throughout both divisions.

Ms. Bruer will formulate some recommendations to bring back to the next meeting.

**11. EMSA Board of Trustees Informational Handout**

Mr. Hodges reviewed the discussion of and recommended changes regarding the Board of Trustees Informational Handout.

He reminded the Board that the State Audit Report included statements about the Board of Trustees, including their attendance at regularly scheduled meetings. In the meeting today, the committee reviewed the informational handout recently developed based on the attendance requirements listed in the By-laws.

The committee came up with three proposed changes they would like to make.

The first change would be to add a fourth reasonable and valid reason for an excused absence. They feel board members should be allowed an excused absence one time a year due to a personal reason. It could be used for a planned vacation or a different personal reason.

The second change is in the fourth paragraph of the handout, which states,

**“Any Trustee who fails to attend any three consecutive, regularly scheduled Board meetings, or who fails to attend at least six regularly scheduled meetings in any twelve month period without a reasonable and valid reason for such absence, shall be deemed to have resigned from the Board.”**

The Committee would like to change the words “twelve month period” to “calendar year”. As it is now, the perception from the wording is that board members are only required to attend “half” the meetings (six of twelve monthly meetings). The board typically does not meet twelve times during the year; therefore, the wording is misleading.

The third change the committee is recommending deals with meetings that are canceled due to a lack of quorum. Often a member will notify the assistant secretary they plan to attend a meeting, only to have it canceled. The Committee feels

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members should be credited for the attendance of a meeting canceled for a lack of a quorum, provided they have given notice of their intent to attend.

After Mr. Hodges recap, discussion began among board members regarding wording in the same paragraph which states: “Any Trustee who fails to attend any three consecutive, regularly scheduled Board meetings”.

Mr. Lakin asked the question; if a trustee misses a meeting due to an excused reason, and it is one of three meetings missed consecutively, will the trustee still be penalized for missing three meetings in a row, even though one was due to an excused absence?

Dr. Goodloe and Mr. Hodges believe this is the correct interpretation of the wording.

Mr. Hodges stated this item could also be revised, if the Board requests it to be. Mr. Lakin indicated he would like it revised. The committee will add the fourth revision to the Informational Handout and bring back to the next meeting.

Mr. Lakin asked what information the State Auditor reviewed to come up with a recommendation that the Board strengthen its attendance policy. Mr. Williamson stated the attendance records had been reviewed.

**12. President’s Report**

Mr. Williamson began his report by informing the Board that the CAAS (Commission on Accreditation of Ambulance Services) accreditation on-site visits were Monday and Tuesday of this week. There are 16,000 ambulance services in the United States, 160 of which are CAAS accredited. EMSA received CAAS accreditation for the first time three years ago, with a score of 100%, an honor achieved by only ½ of 1% of applicants. The CAAS on-site review team indicated EMSA will receive a score very close to that again this time.

**A. Recommendation to discontinue First Responder payment**

Mr. Williamson explained to the Board that it is his recommendation to discontinue the annual payment of \$350,000.00 to the Tulsa Fire Department for first response expenses.

As the next phase of health care reform is entered, with Medicaid expansion and the creation of Health Exchanges, it is necessary to assure the financial health of the Trust. EMSA is not immune to the effects of the Affordable Care Act and will be challenged by its implementation, as will others.

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CMS (Centers for Medicare and Medicaid Services) has already begun to implement major ambulance payment reforms. Our industry will be changed from a supplier-based industry to a provider-based industry. Under the new provider-based system, CMS will continue to disallow any first response costs in our cost reports, meaning first response fees will continue as non-covered costs for the system.

The dual-eligible population (those who are on both Medicare and Medicaid) will continue to increase, comprised largely of elderly females, living in urban or suburban areas. Approximately 45% of the dual eligible population receives long-term support and services, which is significantly higher than both Medicare and Medicaid-only recipients.

After meeting with health care leaders regarding reimbursement issues last week in Washington, D.C., Mr. Williamson is convinced EMSA must not use any revenue produced by the Trust for anything other than our core mission of pre-hospital transportation and our corresponding evolving medical practice.

Dr. Goodloe stated that the reason behind Mr. Williamson's recommendation is due to the fiscal reality of changes in healthcare findings. The Authority is not questioning the value of the fire department component in the EMS system.

Mr. Williamson agreed.

Mr. Lakin questioned why this is being considered now, after the Board just approved the 2014 fiscal year EMSA budget. Mr. Williamson explained that the City of Tulsa will begin work on their budget soon, and he needs direction if the Board doesn't want to approve this item, of how EMSA is going to work within the structure.

Mr. Lakin believes this vote is a bit premature and he would ask that the Board table it so he may learn what it might mean for the First Responders and see what the implications may be for the city of Tulsa budget.

Mr. Bird agreed. He would like the opportunity to meet with the city of Tulsa's finance director for his perspective and present it to the Mayor for his decision, as well.

Mr. Lakin suggested he, Mr. Bird and Mr. Williamson schedule a meeting with the Mayor.

Mr. Williamson agreed.

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Dr. Goodloe stated he feels it very important throughout deliberation on this item, that it is clearly stated this is not a value judgment about the component of our EMS system that's built by the fire department.

- B. **Upon motion** made by Mr. Lakins and seconded by Dr. Rodgers, the Board of Trustees voted to table the Recommendation to discontinue First Responder payment until the September 25<sup>th</sup> board meeting.

AYE: Ms. Lillian Perryman, Mr. Joe Hodges, Dr. Ed Shadid, Mr. Phil Lakin, Mr. Clay Bird, Mr. Larry Stevens, Dr. Jim Rodgers, Mr. Mark Joslin

NAY: None

ABSTENTION: None

ABSENT: Dr. Charles Foulks, Mr. Larry McAtee

The Motion passed.

**C. Compliance and Exclusion Reports**

Mr. Williamson reviewed the compliance reports for the months of April and May, 2013. Both the eastern and western divisions were in compliance in all categories for the month of April, with very high percentages. For the month of May, the eastern division, once again had very high percentage scores in Priority 1, 2 and 3 categories, and were in the 88<sup>th</sup> percentile for Priority 4 calls, which is a non-emergency category. The western division was in full compliance in all categories for the month of May. There were no areas of discrimination in either division for the months of April and May.

Mr. Williamson noted that the exclusion reports and graphs are on the website for the Board's review.

**D. KPI's**

The KPI charts are also on the website for review. Mr. Williamson will be asking the Finance, Investment, Nomination and Personnel committee to add the KPI's as an agenda item for discussion. He would like the committee to come up with a recommendation of five KPI's for the Board to consider on a regular basis in more detail.

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**13. Medical Director's Report**

Dr. Goodloe reminded the Board that the board meeting wasn't held in May due to some significant weather issues during that month, predominantly in the western division. He is extremely proud of the responses of the EMS system to challenges presented during and in the aftermath of the tornadoes. He is pleased that an appropriately large number of resources and personnel were committed to a very dangerous situation and everyone came home at the end of the day without injury, both in the fire department and the EMS system as a whole. The best clinical care in the world can be provided, but if someone gets hurt and they get hurt badly, it is a failure in the EMS system in his view.

He was pleased with the CAAS review, noting it is a stringent process. He stated all of the clinical parameters that were evaluated were commented on very favorably.

The Medical Control Board continues to be busy, and they continue to have new standards of care. The state health department has come to the Health Sciences Center of the University of Oklahoma once again to update the state medical protocols, based very heavily on the protocols used in this particular system.

The Office of the Medical Director has more academic research from a clinical medical standpoint now than ever before, with eight current projects. Dr. Goodloe explained that there are some interesting regulations in state law which prohibit the OMD from engaging certain types of research, such as projects involving outcomes of certain drugs. It is a matter for the larger medical community to work with the legislature on.

Research that can be done, such as retrospective analysis (how certain procedures are done, why they are done, how effective those procedures are, how effective medication therapies are), is being actively studied presently.

Multiple research studies have been presented, most recently at the Canadian Association of Emergency Physicians Annual Meeting. Dr. Goodloe noted his costs to travel and present that study were borne by the University. A research team based out of Toronto commented that outside of their own research being presented at the meeting, the research they were most interested in were the projects brought from Tulsa and Oklahoma City.

Dr. Goodloe informed the Board that the websites of the MCB (Medical Control Board), the Medical Director and the University's website, are accessed each day for review of our protocols. He stated that our EMS system is highly regarded in our standards of care, and those standards of care directly translate to improved clinical outcomes.

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Dr. Goodloe stated the Office of the Medical Director (OMD) is currently using a 15 year old software program for the input and tracking of cardiac arrest outcome data. There is an increase in the OMD budget, which he plans to present to Councilor Lakin and Councilor Shadid next week, to cover the purchase of a new platform.

The OMD has completed the 2011 calendar-year cardiac arrest analysis and is pleased to share with the board that our system, once again, has an all-time high survival rate. To put that in perspective, most systems in the U.S. are in single digit survival outcomes. Better ones hover somewhere in the teens, very good agencies lie somewhere in the low to mid-twenties and our system is sitting at 42.6%. Only one other system in the U.S. of any size can claim a higher rate, and that is Seattle, in King County, Washington. Dr. Goodloe noted Seattle does not have the urban sprawl our system does, and when the space, distance and time we have to traverse to reach someone is factored in, it has an impact. He is very pleased with the level of success realized in cardiac arrest survival rates in this system.

The Office of the Medical Director's Annual Report should be out in the next couple of weeks. Dr. Goodloe is proud of the 3700 people who comprise our system and continue to work extremely well together.

Mr. Bird asked Dr. Goodloe if there might be anything the EMSA Board of Trustees could do to help convince the state legislature to change the laws to allow for the research he would like to undertake. Dr. Goodloe appreciates his offer. At this point, it is a matter of finding enough man hours in the day to look at the issue and decide how to organize an approach to it. There are some physicians in the legislature who may be key, and when the time comes, it may be helpful to have the Board's support.

**14. New Business**

None.

**15. Trustees' Reports**

None.

**16. Next Meeting – Wednesday, July 24, 2013 – 1:00 PM via video conference – EMSA Administrative Offices, 1111 Classen Drive, Oklahoma city, OK 73103 (Western Division ) and 1417 N. Lansing Ave., Tulsa, OK 74106 (Eastern Division)**

**10. Adjourn**

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Ann C. Laur, Assistant Secretary