

EMERGENCY MEDICAL SERVICES AUTHORITY - A Public Trust
Regular Board of Trustees Meeting
Wednesday, May 27, 2015 at 1:00 p.m. via Video Conference
EMSA Corporate Offices
1111 Classen Drive, Oklahoma City
1417 N. Lansing Ave., Tulsa, OK

Minutes:

NOTICE AND AGENDA for the Regular Meeting of the Board of Trustees for the Emergency Medical Services Authority, a Public Trust, were posted May 22, 2015 at 9:38 a.m., in the offices of the City Clerk of Tulsa; and with the City Clerk of Oklahoma City on May 22, 2015 at 9:42 a.m., more than 24 hours prior to the time set for the meeting.

TRUSTEES PRESENT

Mr. Larry McAtee
Ms. Allison Petersen
Mr. Larry Stevens
Mr. Clay Bird
Mr. Phil Lakin
Chief Bryan Wood
Dr. Jim Rodgers
Dr. Jeffrey Goodloe

Trustee Absent

Mr. Joe Hodges (Excused)
Mr. Stephen Rodolf (Excused)

OTHERS PRESENT

Steve Williamson, EMSA
Kent Torrence, EMSA
Jim Winham, EMSA
Angie Lehman, EMSA
Frank Gresh, EMSA
Kelli Bruer, EMSA
Sara Bovaird, EMSA
James Davis, EMSA
Sonny Geary, AMR
Tina Wells, AMR
Lara O'Leary, AMR
Joanne McNeil, AMR
Michael Murphy, AMR
Doug Dowler, City of OKC
Jim Orbison, Riggs/Abney
Hannah Jackson, Schnake/Turnbo

A quorum was present and the meeting was called to order at 1:00 p.m. by Mr. Larry McAtee.

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CONSENT AGENDA

1. **Approval of Board Minutes from EMSA's Regular Board of Trustees Meeting of April 22, 2015 at 1:00 p.m.**

UPON Motion made by Mr. Larry Stevens and seconded by Chief Bryan Wood, the Board of Trustees voted to Approve the Board Minutes from EMSA's Regular Board of Trustees Meeting dated April 22, 2015 at 1:00 p.m.

AYE: Mr. Clay Bird, Chief Bryan Wood, Mr. Larry McAtee, Ms. Allison Petersen, Mr. Larry Stevens.

NAY: None

The Motion was passed.

REGULAR AGENDA

1. **Chairman's Report**

There is no Chairman's Report today.

2. **Chief Financial Officer's Report**

Mr. Torrence is going to report on the previous ten (10) months ending April, 2015. First the highlights - Eastern Division has a year-to-date profit of \$1,041,000, compared to a budgeted profit of \$149,000 or a difference of \$892,000 – positive difference. Our operating expenses are less \$382,000 due mainly to the contractor expenses being less due to the volume – and our net patient revenue is \$474,000 more than budget. Collection rate is 48% versus a budgeted 44%. Emergency transports are less than budget by 2.1% or 1,055. Our non-emergency transports are slightly less than budget with 16 or 0.2%.

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The highlights for the Western Division – a net loss of \$1,534,000 compared to a budgeted net loss of \$4,059,000, or a positive variance of \$2,525,000. Operating expenses are \$977,000 less than budget due mainly to the contractor expenses being less \$944,000, due to a slightly favorable unit hour percentage in the West. Our net patient service revenue is \$1.5 million more than budget due to patient receipts being more than budget by \$900,000. Collection rate is 52% versus a budget of 47%. Emergency transports are very close to budget. There are 58 more 0.1% - our Non-Emergency transports are more than budget by 342, or 7%.

Emergency transports in the East are trending toward 59,700; and in the West we are trending toward 72,000. Our agings in the East are favorable compared to a year ago. Our current 30 day is 59% versus 52% and our 120+ is 4% less than a year ago. In the West our current 30 day is 5% better than a year ago and our 120+ has dropped versus a year ago.

Operating expense is \$400,000 less mainly due to our contractor expense being less due to volume. Capital expenditures were \$500,000 less. For the first 10 months in the East, our cash is \$800,000 more than we budgeted for; and in the West, our patient receipts are \$900,000 more than what we had budgeted.

Mr. Williamson added that we have collected \$300,000 more due to invoicing after the deductible has been met. This has been a very positive thing and we are going to continue to bill this way.

3. President's Report

Compass Point report is very positive. We now have enough information in patient satisfaction to go forward, to look at continued improvements to see what we can address.

Next is the compliance report and exclusions. In the East they were in compliance with both priority 1's and 2's – 3's 91%. In the Western Division they were 91% and non-beneficiaries 91% also. We do have the issue in Edmond of 85% - which historically has run between 85 and 91. We are getting up there now where it is getting more in sync to what they are accustomed to.

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Mr. Lakin asked if there is any way we can break down the Edmond calls by itself like we do for the Priority 1's in the East and the West. He would like to know just how late they are on these calls.

Mr. Williamson advised Mr. Lakin that he will have that information at the next EMSA Board Meeting.

Mr. Williamson now discusses the patient financial KPI's. There is nothing out of the ordinary on there – it looks very good. The federal government has finally come out and made the changes as to how the ambulances are to be arranged inside. This will be a huge cost but we will have to do it. Everything inside the ambulance must withstand a 20G force factor – so everything inside has to be tied down.

Mr. Williamson is going to chair the committee himself – we already have the addition of the power loaders. Luckily that is behind us – now we must figure out how things are going to be stored inside – what type of equipment, the number of pieces and where they will be placed. We also must consider the paramedic that is sitting in the back – and we will at some point discuss a platform that can go all the way around the patient where the paramedic never has to get up.

The military has had ambulances this way for years. Everything in soft cases and the ability of the paramedic to go all the way around the patient. This will be ready in January with retrofits. I am sure that the Medical Director's Office will be brought in because we'll have to look at what is maintained in the ambulance, what is carried into the home and the quantities and quality of the products in the ambulance. Mr. Williamson just wants to advise the Board of Trustees that this is a sizable and drastic job, but very doable.

Dr. Goodloe adds that we will have to make sure that everything is appropriately secured in the compartment. Luckily, we don't load an ambulance with 48 hours worth of equipment – we have 12 hour shifts and load it appropriately.

Lastly, Mr. Williamson advises the Board that we are going to have to move our data center in Oklahoma City. We had planned to move the Data Center by itself at some point – but our offices have flooded so many times in the last three (3) years that we just have to move that department.

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4. **Approval of the selection, pursuant to the Request for Proposal of the Authority, of Prosperity Bank as the purchaser of the Authority's Capital Improvements Revenue Note, Eastern Division Series 2015, in the principal amount of \$5,500,000.00**

UPON Motion made by Mr. Larry Stevens and seconded by Mr. Larry McAtee, the Board of Trustees voted to Approve the selection, pursuant to the Request for Proposal of the Authority, of Prosperity Bank as the purchaser of the Authority's Capital Improvements Revenue Note, Eastern Division Series 2015, in the principal amount of \$5,500,000.00.

AYE: Chief Bryan Wood, Dr. Jim Rodgers, Ms. Allison Petersen, Mr. Larry Stevens, Mr. Clay Bird, Mr. Phil Lakin and Mr. Larry McAtee.

NAY: None

The Motion was passed.

5 & 6 -The Board decided that they are going to vote on **Item #5 - Approval of an additional paragraph in EMSA's Policies and Procedures #22 – Family Medical Leave Act** and **Item #6 – Approval of deletions and inclusions in EMSA's Policies and Procedures #30 – Workers Compensation (Administrative)** together in one vote.

UPON Motions made by Dr. Rodgers and Chief Bryan Wood, the Board of Trustees voted to Approve an additional paragraph in EMSA's Policies and Procedures #22 – Family Medical Leave Act; and to Approve the deletions and inclusions in EMSA's Policies and Procedures #30 – Workers Compensation (Administrative) together in one vote.

AYE: Ms. Allison Petersen, Mr. Larry Stevens, Mr. Clay Bird, Chief Bryan Wood, Dr. Jim Rodgers, Mr. Phil Lakin and Mr. Larry McAtee.

NAY: None

Both Motions were passed.

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7. Medical Director's Report

May was a very wet month – here in Oklahoma we worry more about tornadoes but actually flash floods injure more people every year than tornadoes ever do. I want to commend the EMT's and Medics for doing a great job of dealing with truly dangerous situations like these flash floods over a two (2) week period. So my appreciation to everyone in thinking carefully to keep themselves safe and our patients safe.

Dr. Braithwaite and myself want to thank those EMT's and Medics that are carefully adhering to our clinical standards – it is the best patient outcome.

8. New Business

There is no New Business at this time.

9. Trustees Report

There is no Trustees Report at this time.

10. Next Meeting is Wednesday, June 24, 2015, at 1:00 p.m., at **EMSA Corporate Offices**, 1111 Classen Dr., Oklahoma City, OK 73103 and 1417 N. Lansing Avenue, Tulsa, OK 74106

11. Adjourn

Mr. McAtee adjourned the meeting at 1:40 p.m.