

**EMERGENCY MEDICAL SERVICE AUTHORITY – A Public Trust
Regular Board of Trustees Meeting
Wednesday, July 27, 2016 at 1:00 p.m. via Video Conference
EMSA Corporate Offices**

1111 Classen Drive, Oklahoma City, OK
1417 North Lansing Avenue, 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 July 25, 2016 at 3:36 p.m. in the offices of the City Clerk of Tulsa and with the City Clerk of Oklahoma on July 25, 2016 at 4:16 p.m., more than 24 hours prior to the time set for the meeting.

TRUSTEES PRESENT

Dr. Phillip Berry
Dr. Jim Rodgers
Chief Bryan Wood
Ms. Jan Slater
Mr. Larry McAtee
Ms. Allison Petersen
Dr. Jeffrey Goodloe (1:28 pm)

TRUSTEES ABSENT

Mr. Joe Hodges (Excused)
Mr. Larry Stevens (Excused)
Mr. Phil Lakin (Excused)

OTHERS PRESENT

Steve Williamson, EMSA
Jim Winham, EMSA
Angie Lehman, EMSA
Frank Gresh, EMSA
Tracy Johnson, EMSA
Kent Torrence, EMSA
Julie Roberts, EMSA
Kelli Bruer, EMSA
Lara O'Leary, AMR
Heath Wright, AMR
Sonny Geary, AMR
Tina Wells, 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 1:01 p.m. by Ms. Petersen.

CONSENT AGENDA

1. Approval of Board Minutes from EMSA’s Regular Board of Trustees Meeting of May 25, 2016 at 1:00 p.m.

UPON motion made by Dr. Rodgers and seconded by Dr. Berry, the Board of Trustees voted to approve the Board Minutes from the Regular EMSA Board of Trustees Meeting dated May 25, 2016 at 1:00 p.m.

AYE: Dr. Berry, Ms. Petersen, Ms. Slater, Mr. McAtee, Chief Wood, Dr. Rodgers

NAY: None

ABSENT: Dr. Goodloe, Mr. Hodges, Mr. Stevens, Mr. Lakin

The Motion was passed.

REGULAR AGENDA

1. Chairman’s Report

Ms. Petersen thanked the Board for the recent communication enabling them to get to know each other better and stated that she looks forward to working together.

2. Election and Approval of EMSA Board of Trustees Slate of Officers for Fiscal Year 2017

Ms. Petersen called for a vote for the Election and Approval of EMSA Board of Trustees Slate of Officers for Fiscal Year 2017:

Ms. Allison Petersen, Chairman
Ms. Jan Slater, Vice Chairman
Dr. Jim Rodgers, Secretary/Treasurer
Ms. Julie Roberts, Assistant Secretary

EMERGENCY MEDICAL SERVICE AUTHORITY – A Public Trust
Regular Board of Trustees Meeting
Wednesday, July 27, 2016 at 1:00 p.m. via Video Conference
EMSA Corporate Offices
Page Three

AYE: Ms. Petersen, Mr. McAtee, Dr. Berry, Chief Wood

ABSTAINED: Ms. Slater, Dr. Berry, Dr. Rodgers

NAY: None

ABSENT: Dr. Goodloe, Mr. Hodges, Mr. Stevens, Mr. Lakin

Discussion held. Full details of discussion included in meeting transcript. The Election and Approval of EMSA Board of Trustees Slate of Officers for Fiscal Year 2017 was Approved.

3. Approval of Fiscal Year 2017 Budget

Mr. Williamson announced that the format of the Board meetings is changing effective today in order to more effectively keep the Board informed.

Mr. Torrence presented a summation of the main parts of the budget.

Ms. Petersen called for a vote for Approval of Fiscal Year 2017 Budget.

AYE: Ms. Petersen, Mr. McAtee, Dr. Berry, Dr. Rodgers, Chief Wood, Ms. Slater

NAY: None

ABSENT: Dr. Goodloe, Mr. Hodges, Mr. Stevens, Mr. Lakin

Discussion held. Full details of discussion included in meeting transcript. The Fiscal Year 2017 Budget was Approved.

4. Approval of “Professional Services Agreement between the City of Oklahoma City and the Emergency Medical Services Authority” including Exhibit 1 and Exhibit 2

Mr. Williamson informed the Board that this is the standard, typical annual agreement.

Ms. Petersen called for a vote for Approval of the “Professional Services Agreement between the City of Oklahoma City and the Emergency Medical Services Authority” including Exhibit 1 and Exhibit 2.

**EMERGENCY MEDICAL SERVICE AUTHORITY – A Public Trust
Regular Board of Trustees Meeting
Wednesday, July 27, 2016 at 1:00 p.m. via Video Conference
EMSA Corporate Offices**

Page Four

AYE: Ms. Slater, Dr. Rodgers, Chief Wood, Dr. Berry, Mr. McAtee, Ms. Petersen

NAY: None

ABSENT: Dr. Goodloe, Mr. Hodges, Mr. Stevens, Mr. Lakin

Discussion held. Full details of discussion included in meeting transcript. The “Professional Services Agreement between the City of Oklahoma City and the Emergency Medical Services Authority” including Exhibit 1 and Exhibit 2 was Approved.

5. President’s Report

- a. **Compliance Report**, Jim Winham, Chief Operating Officer—Mr. Winham reported the compliance numbers for June 2017.
- b. **Financial Report**, Kent Torrence, Chief Financial Officer—Mr. Torrence explained that the June 2017 numbers will not be ready until the ongoing audit is completed and will be presented in the September meeting. He presented the May 2016 Financial Review and reported the numbers for May 2016.
- c. **Patient Revenue Cycle**, Angie Lehman, Chief Revenue Officer—Ms. Lehman reported the June 2016 Patient Financial Services Outlook.
- d. **Patient Satisfaction and KPIs**, Kelli Bruer, Vice President, Communication/Public Relations—Ms. Bruer reported the June 2016 Compass Point Dashboard. Ms. Slater inquired as to the Board governance reporting that has been excluded.
- e. **President’s Commentary**, Steve Williamson, Chief Executive Officer—Mr. Williamson responded to Ms. Slater’s Board governance question stating that a much more effective tool has been devised based upon BoardSource recommendations that will provide feedback on various aspects of Board duties and performance. Mr. Williamson then presented the following items:
 - i. **A Review of the Working Relationship Between EMSA and the Tulsa Fire Department by the Center for Public Safety Management**
 - ii. **EMSA/Health System**

6. Medical Director’s Report

Dr. Goodloe informed the Board he had just come from a presentation to the medical staff at Hillcrest where there was an overflow audience and an unprecedented amount of follow-up questions. Dr. Goodloe believes that we are better able to share our successes with the communities we serve through this type of event and told the Board that he would be happy to deliver this presentation to any specific hospital system, medical staff, and/or civic organization.

EMERGENCY MEDICAL SERVICES AUTHORITY – A Public Trust
Regular Board of Trustees Meeting
Wednesday, July 27, 2016 at 1:00 p.m. via Videoconference
EMSA Corporate Offices
Page Five

7. **New Business**

There is no New Business at this time.

8. **Trustees' Reports**

There are no Trustees' Reports at this time.

9. **Next Meeting** will be held Wednesday, August 24, 2016 at 1:00 p.m.

10. **Adjourn**

Ms. Petersen adjourned the meeting at 2:50 p.m.

Julie Roberts, Assistant Secretary

Date