

**EMERGENCY MEDICAL SERVICES AUTHORITY – A PUBLIC TRUST**

**Special Board of Trustees Meeting**

**March 27, 2020 at 2:01 p.m. via Videoconference/Teleconference**

1111 Classen Drive, Oklahoma City, OK

1417 North Lansing Avenue, Tulsa, OK

**Minutes:**

**NOTICE AND AGENDA** for the Special Meeting of the Board of Trustees for Emergency Medical Services Authority, a Public Trust, were filed March 25, 2020 at 2:04p.m. with the offices of the City Clerk of Tulsa and with the City Clerk of Oklahoma City on March 25, 2020 at 2:01 p.m., more than 48 hours prior to the time set for the meeting.

**Trustees Present:**

Mr. Larry McAtee, Teleconference  
Chief Bryan Wood, Teleconference  
Ms. Jan Slater, Teleconference  
Ms. Tammy Powell, Teleconference  
Ms. Allison Petersen, Teleconference  
Ms. Kelly Brader, Teleconference (2:09 pm)  
Mr. Wiley Williams, Videoconference  
Mr. Larry Stevens, Teleconference  
Dr. Jeffrey Goodloe, Videoconference  
Mr. Phil Lakin, Videoconference

**Trustees Absent:**

Mr. Scott Vaughn (Excused)

**Others Present:**

Jim Winham, EMSA-Videoconference  
John Graham, EMSA-Videoconference  
Lora Conger, EMSA-Videoconference  
Frank Gresh, EMSA-Videoconference  
Adam Paluka, EMSA-Videoconference  
Johna Easley, EMSA-Teleconference  
Julie Roberts, EMSA-Videoconference  
Kim McDorman, EMSA-Videoconference  
Heath Wright, AMR-Teleconference  
Jeremy Coombs, AMR-Videoconference  
Jim Orbison, Riggs Abney-Teleconference  
Kris Koepsel, Riggs Abney-Teleconference  
Emory Bryant, KOTV-Teleconference

A quorum was present, and the meeting was called to order at 2:01 p.m. by Chairman Phil Lakin.

**CONSENT AGENDA**

1. Approval of Board Minutes from the EMSA Board of Trustees Regular Meeting dated January 22, 2020 at 1:00 p.m. and Board Minutes from the EMSA Board of Trustees Regular Meeting dated February 26, 2020 at 1:00 p.m.

Upon motion made by Chief Wood with suggested revision to January 22, 2020 meeting minutes and seconded by Ms. Slater, the Board of Trustees voted to approve the Regular Board Minutes dated January 22, 2020 and the Regular Board Minutes dated February 26, 2020.

AYE: Mr. Lakin, Mr. McAtee, Ms. Petersen, Ms. Powell, Ms. Slater, Mr. Stevens, Mr. Williams,  
Chief Wood

NAY: None

ABSENT: Ms. Brader, Mr. Vaughn

The motion is passed.

**REGULAR AGENDA**

1. **Chairman's Report**-Phil Lakin, Chairman of the Board – Mr. Lakin stated there is no Chairman's report and there will be no President's report as there are several items on the agenda that require discussion and approval.
2. **Approval of Declaration of an "Emergency" as provided in the Emergency Management Services (EMS) Interlocal Cooperation Agreement ("Interlocal Agreement") for the EMSA service area based on a recommendation by the Medical Director that an emergency exists as provided in Paragraph 13.D. of the Interlocal Agreement due to the COVID-19 pandemic.**

Dr. Goodloe stated that this is an unprecedented challenge to the health, safety, and welfare of the communities that EMSA serves and that we are realistically not able to conduct business as normal given every credible scientific evidence data, to date, that predicts an unprecedented demand on services, severity of patient conditions, and extensive operational changes that are necessary to protect the safety and welfare of our EMS personnel. He continued the same can be said about our response patterns given the important precepts of Infectious Disease Control. EMSA is looking to take a different format than only an ambulance will be on the way and we are looking at innovations such as Telehealth, which is widely supported by state and federal governments in this unprecedented time, to reduce face-to-face contact with patients who are concerned about COVID-19 illness as well as the healthcare professionals who are treating them.

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Upon motion made by Mr. Stevens and seconded by Chief Wood, the Board of Trustees voted to approve the Declaration of an "Emergency" as provided in the Emergency Management Services (EMS) Interlocal Cooperation Agreement ("Interlocal Agreement") for the EMSA service area based on a recommendation by the Medical Director that an emergency exists as provided in Paragraph 13.D. of the Interlocal Agreement due to the COVID-19 pandemic.

AYE: Ms. Brader, Mr. Lakin, Mr. McAtee, Ms. Petersen, Ms. Powell, Ms. Slater, Mr. Stevens, Mr. Williams, Chief Wood

NAY: None

ABSENT: Mr. Vaughn

The motion was passed.

3. **Approval of Recommendation by the Medical Director for emergency and temporary amendment(s) to the EMSA system standard of care due to the "Emergency" in accordance with the Interlocal Agreement Paragraph 13.D. due to the COVID-19 pandemic.**

Mr. Winham stated the Interlocal Agreement Paragraph 13.D. will be in effect as long as there is a declared emergency. Mr. Koepsel told the Board the amendment(s) is a two-step process—first, the Medical Director declares that an emergency does exist that affects the public health, safety, and welfare; the second part requires that the Medical Director investigate and repair. Dr. Goodloe has done these and is recommending additional changes for the Board of Trustees to approve.

Dr. Goodloe added this pandemic will overwhelm the healthcare systems in Metropolitan Tulsa and Oklahoma City and the rational approach is to take this, as we are recommending, in a tiered level. We now have a new protocol in place to better identify flu-like illness--specifically illness that we can presume, until otherwise noted, would be due to this novel coronavirus. Where we would go next is in the lower severity cases and we are looking to enact moving those calls directly from the 9-1-1 dispatch center to a Telehealth provider with board-certified physicians in Internal Medicine or Emergency Medicine. We would be looking to utilize on-scene consults from Telehealth physicians in hopes we are able to provide patient evaluations in the safety of their own homes rather than exposing EMS personnel and the patient to obvious zones of infection in any Emergency Department setting.

Ms. Slater told the Board she thinks it would be appropriate for the Board to authorize Dr. Goodloe to go to any of the tiers and be able to move as fast as necessary. Ms. Petersen told the Board she is supportive of providing EMSA with the broadest authority to act during this crisis as

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needed as determined appropriate by public health views. Dr. Goodloe assured the Board that any decisions that are made that alter response standards or clinical standards of care will clearly be communicated to the Board.

Mr. Koepsel said he believes EMSA could do a broad grant of flexibility to the EMSA system standard of care to take what is medically necessary to respond to the COVID-19 pandemic pursuant to the Medical Director and the President and CEO's expertise.

Mr. McAtee said it appears to be a great action from his perspective but wants to know that there is no consequence to the Board. Mr. Koepsel stated that with the declaration of the emergency by the Board of Trustees, what EMSA is doing is changing an Interlocal Agreement which is somewhat cumbersome and intended to be that way, but as Trustee Slater correctly described things are going to be moving quickly and this is why the Interlocal contemplated such a state of emergency.

Upon motion made by Ms. Petersen and seconded by Ms. Slater, the Board of Trustees voted to approve a Recommendation by the Medical Director for emergency and temporary amendment(s) to the EMSA system standard of care due to the "Emergency" in accordance with the Interlocal Agreement Paragraph 13.D. due to the COVID-19 pandemic.

AYE: Ms. Brader, Mr. Lakin, Mr. McAtee, Ms. Petersen, Ms. Powell, Ms. Slater, Mr. Stevens, Mr. Williams, Chief Wood

NAY: None

ABSENT: Mr. Vaughn

The motion was passed.

4. **Approval of Consideration and Action on providing authority to EMSA's President and CEO to take such necessary actions, including entering into contracts, the expenditure of funds, and other appropriate and necessary actions in accordance with the emergency and temporary amendment(s) to the EMSA system standard of care in order to address the Emergency resulting from the COVID-19 pandemic.**

Mr. Winham gave the Board examples such as if we decided to go into a contract with telemedicine or if a large amount of personal protective equipment (PPE) needed to be ordered, this gives us the ability to move quickly as the standard of care gets changed-- this must be done in any situation like this in order to survive.

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Mr. Winham continued that we can make these decisions based on clinical evidence and by working closely with the Medical Control Board and Chief Medical Officer that allows EMSA the authority to move forward with these purchases and contracts. He stated he will continue to keep the Board informed before or simultaneously. Mr. Lakin said to the extent that Mr. Winham can let the Board know beforehand will be great and if he can't then that is understood, and he and Mr. Winham will keep in close contact throughout this pandemic.

Upon motion made by Mr. Stevens and seconded by Chief Wood, the Board of Trustees voted to approve on providing authority to EMSA's President and CEO to take such necessary actions, including entering into contracts, the expenditure of funds, and other appropriate and necessary actions in accordance with the emergency and temporary amendment(s) to the EMSA system standard of care in order to address the Emergency resulting from the COVID-19 pandemic.

AYE: Ms. Brader, Mr. Lakin, Mr. McAtee, Ms. Petersen, Ms. Powell, Ms. Slater, Mr. Stevens, Mr. Williams, Chief Wood

NAY: None

ABSENT: Mr. Vaughn

The motion was passed.

5. **Approval to Consider and Adopt a Resolution authorizing the incurring of indebtedness and authorizing the issuance of not to exceed \$4,500,000.00 Emergency Medical Services Authority capital improvements revenue note, western division series 2020; waiving competitive bidding and authorizing the sale and delivery of the note at a discount; approving a note indenture and note purchase agreement; and authorizing such other documents and agreements as may be necessary or required; and containing other provisions relating thereto.**

Mr. Lakin informed the Board that Item 5 will not be presented today as the EMSA staff needs more time, so it will be presented at a later meeting.

6. **Next Meeting** – Wednesday, April 22, 2020 at 1:00 p.m. via videoconference/teleconference. Mr. Lakin gave his thanks to Mr. Gresh and his team for quickly setting up this meeting and to the Governor and the State of Oklahoma for making this meeting format available to conduct business as the items approved today are highly necessary.
7. **Adjourn** – The meeting was adjourned by Chief Lakin at 2:39 p.m.

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Julie Roberts, Assistant Secretary

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Date