

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

**Regular Board of Trustees Meeting**

**March 24, 2021 at 1:00 p.m. via Teleconference**

1417 N Lansing Avenue, Tulsa, OK 74106

1111 Classen Drive, Oklahoma City, OK, 73103

**Minutes:**

**NOTICE AND AGENDA** for the Special Meeting of the Board of Trustees for Emergency Medical Services Authority, a Public Trust, were filed March 22, 2021 at 11:38 a.m. with the City Clerk of Tulsa and with the City Clerk of Oklahoma City on December 14, 2020 at 10:14 a.m. more than 24 hours prior to the time set for the meeting.

**Trustees Present:**

Mr. Larry McAtee  
Chief Michael Baker  
Ms. Jan Slater  
Ms. Tammy Powell  
Dr. Goodlow  
Mr. Wiley Williams  
Mr. Phil Lakin, arrived at 1:03  
Mr. Larry Stevens arrived at 1:06  
Ms. Allison Petersen  
Mr. Scott Vaughn

**Others Present:**

Jim Winham, EMSA  
Angela Johnson, EMSA- Videoconference  
Lora Conger, EMSA-Videoconference  
Johna Easley, EMSA-Videoconference  
Frank Gresh, EMSA  
Adam Paluka, EMSA-Videoconference  
Colin Roy, EMSA-Videoconference  
James Davis, EMSA-Videoconference  
John Graham, EMSA-Teleconference  
Bryan Jones, EMSA-Videoconference  
Christopher Jenkins, EMSA-Videoconference  
John Graham, EMSA-Teleconference  
May Williams, EMSA-Videoconference  
Jim Orbison, Riggs Abney-Teleconference  
Kris Koepsel, Riggs Abney -Videoconference  
Jeff Mosher, City of OKC-Videoconference  
Tina Wells, AMR-Videoconference

**Trustees Absent:**

Chief Bryan Wood, Excused

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A quorum was present, and the meeting was called to order at 1:00 p.m. by Chairman Wiley Williams

**CONSENT AGENDA**

1. Approval of Board Minutes from the EMSA Board of Trustees Regular Meeting dated February 24, 2021.
2. Approval of EMSA Board of Trustees 2021 Amended Meeting Schedule

A motion made by Councilor McAtee and seconded by Ms. Slater the Board of Trustees voted to approve Board Minutes from the EMSA Board of Trustees Regular Meeting dated February 24, 2021 and the EMSA Board of Trustees 2021 Amended Meeting Schedule.

AYE: Chief Baker, Mr. McAtee, Ms Petersen, Ms. Powell, Mr. Williams, Mr. Vaughn, Ms. Slater, Chief Wood

NAY: None

ABSENT: Mr. Lakin, Mr. Larry Stevens, Chief Wood

The motion is passed.

**REGULAR AGENDA**

1. Chairman Wiley Williams exercised Chairman's privilege and moved Item 4 up in the meeting agenda. Title 25, Section 307.b4 for purpose of Confidential Communications from Attorneys, Claims arising from the contract from EMSA and American Medical Response Ambulance Service (AMR) dated 9-25-2013 EMSA vs. AMR re: complaint filed by EMSA against AMR. Advice from attorneys that the as determined by Board disclosure of public communications such executive session will impair the ability of Trustees to process a claim. Accurate description per Mr. Koepsel and motioned to go into Executive Session to discuss that item to discuss A and B. motioned by Mr. Koepsel to move into a single Executive session.

Mr. Koepsel read to the Board, Paragraph 4b of the Agenda: a claim by the Office of Inspector General (OIG) of the US Department of Health and Human Services (HHS) arising from OIG's self-disclosure protocol and relating to a self-disclosure by EMSA, of an unlicensed employed by for contractor AMR (former contractor) during July 1, 2019 through April 20, 2020. With the advise of it's attorney's and determination of the Board of Trustees that disclouse to the public of communications in such Executive session will seriously impair the ability of the Board to process such claim and litigation in the public interest.

A motion made by Ms Slater and second by Ms. Powell to move into Executive Session.

AYE: Chief Baker, Mr. McAtee, Ms. Powell, Mr. Williams, Mr. Vaughn, Ms. Slater, Ms. Petersen, Mr. Stevens

NAY: None

ABSENT: Councilor Lakin, Chief Wood

\*\*\*\*\***Mr. Stevens arrived at 1:07 p.m.**\*\*\*\*\*

\*\*\*\*\***Mr. Lakin arrived at 1:09 p.m.**\*\*\*\*\*

The meeting resumed at 1:35. Mr. Williams said that in regard to Item A, there would be no other comments or actions. In regards to Item B, Ms. Petersen made a Motion to approve the settlement amount of \$250,147.58, of which \$166,765.05 is restitution, which would settle the liability of EMSA to OIG/HHS arising out of EMSA's submission to OIG pursuant to OIG's Self-Disclosure Protocol in October of 2020 and the acceptance by OIG into such Self-Disclosure Protocol in January of 2021 wherein OIG contends that during the period July 1, 2019 through April 20, 2020, EMSA (because of the failures of its former contractor American Medical Response Ambulance Service, Inc. (AMR) for which EMSA is responsible and was without actual knowledge) submitted claims for ambulance transports that were furnished by an unlicensed individual employed by EMSA's former contractor AMR, and that such conduct subjects EMSA to civil monetary penalties, assessments, and exclusion under 42 U.S.C. §§ 1320a-7a and 1320a-7(b)(7), and to authorize EMSA's CEO, Jim Winham, to negotiate, finalize, and sign any required settlement documentation in consultation with EMSA's legal counsel in order to effectuate such settlement without returning to the Board. The motion was seconded by Ms. Slater.

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

NAY: None

ABSENT: Chief Wood

3. **Chairman's Report** – Mr. Williams told the Board about the ongoing lease agreement conversations between EMSA and City of Oklahoma City for the property purchased by the City (OKC) for EMSA use located on South Sooner Road.

4. **President's Report**

a. **Operational Compliance Report** - Frank Gresh, Chief Information Officer – Mr. Gresh presented the Operational Compliance Report for February 2021 to the Board. Mr. Gresh said that for Eastern Division Beneficiary City, was in compliance for Priority One and Two calls and Four calls but out of compliance on Priority three calls at 85%. Eastern Non-beneficiary cities were out of compliance on Priority One and Two calls only. The Western Division was out of compliance for Priority One and Three calls. Western Non-beneficiary cities were out of compliance in all areas. Eastern Response times since Feb. 2020 have been above compliance

and falling just short of standard in July and December of 2020 and short in January 2021. Western Division response times have not met the compliance standard since May 2020. Winter weather caused a high number of exclusions for February in both divisions.

- b. **Financial Report-** Lora Conger, Chief Financial Officer – Ms. Conger presented the Fiscal Year 2021 Income Statement. She said patient revenue is above budget but offset by over budget contractals and bad debt write offs. She stated they are working closely with the Collection Agency to obtain trend data in order to better forecast. Ms. Conger also shared the departmental expense tracker with the Board to show how money is distributed among various departments at EMSA. She said the Finance Department is now working on FY2022 budget projections.
- c. **Patient Financial Services Report-** Angela Johnson, Chief Revenue Officer – Ms. Johnson does not have a report for the board meeting.
- d. **Key Performance Indicators Report** – Adam Paluka, Deputy Chief Public Affairs – Mr. Paluka reported on the KPIs for February 2021. Mr. Paluka said Patient Satisfaction scores were above 94% in each division. He said there were a considerable amount of media hits at 428 due to winter weather. Mr. Paluka participated in 155 media interviews over 12 days. He also said February was a great month for social media posts. He also told the Board that EMSA will be begin doing demos again in a virtual capacity in April. IT had a great month. There were no negative stories.
- e. **President’s Commentary** – Jim Winham, Chief Executive Officer – Mr. Winham talked about the all women Academy discussed in the news. He told Trustees there is a revamped Academy now to ensure Medics/EMTS/SSC/Logistics know what they are doing so they are prepared on-scene. He said EMSA is working to bring in more EMT’s and Medics. He also reminded Trustees there is the continued issue with hospital delays in both divisions but specifically in the West. Working with the Oklahoma City Fire Department and the EMSA team to develop a program where they are stationed at the hospital and will assume care of patients instead of on the bed delays. Started with one and now increased to 2 members of OKCFD stationed at local hospitals, but in the future the number could go up to four. Mr. Winham said there has been an Increase in call volume and increase in out of town / long distance transports. Working on a non-call program for those who are not on call to take those transports. He praised the EMSA team members for their hard work and dedication.

Mr. Lakin moved to approved the President’s Reports and Ms. Slater seconded the motion.

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

NAY: None

ABSENT: Chief Wood

The motion is passed.

5. **Approval and Award of Request for Proposal of Lease agreement between the City of Oklahoma City for new office and headquarters of EMSA in Oklahoma City.** New agreement is a long term agreement worked out by Mr. Williams and Jim Orbison and is a long term agreement. Mr. Williams encouraged Trustees to approve the agreement.

A motion was made by Ms. Petersen and seconded by Mr. Stevens to approve the lease agreement between EMSA and the City of Oklahoma City.

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

NAY: None

ABSENT: Chief Wood

The motion is passed.

6. **Chief Medical Officer's Report-** Dr. Jeffrey Goodloe, Chief Medical Officer – Dr. Goodloe pointed out while there is logistical convenience meeting virtually that there are still COVID concerns and thanks Mr. Lankin and several who advocated the authorization of the Open Records Act the Governor signed. Winter weather event in February was a success and did not have to que calls due to everyone working together. Timely responses considering the conditions. Field Operations Supervisors are working well with hospitals and on duty charge nurses so able to reduce hospital diversion. Helps patients to get great and timely care. OKCFD is now doing on scene patient refusals because historically they did have to wait on scene and EMSA would have to process patient care refusal of services. Wants to transition to a long-term program from pilot program. COVID has lessened dramatically in last 60 days and continuing in the past 30 days. Calendar year 2019 summary review was presented to illustrate total cardiac arrests in East and West divisions. 29/70 at 41.42% were discharged alive and 3<sup>rd</sup> largest survival rate in a calendar year in the history of EMS system. Communication of Congratulations was sent to all team members. Report is available on the medical control board website/annual reports.
7. **New Business** – No new business.
8. **Trustees' Reports** – No Trustees' Reports.
9. **Next Meeting** – Wednesday, April 28, 2021 at 1:00 p.m.
10. **Adjourn** – The meeting was adjourned by Mr. Williams at 2:35 p.m.

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Adam Paluka, Assistant Secretary

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Date