



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

**Regular Board of Trustees Meeting**

**June 22, 2022, at 1:00 p.m. via Teleconference**

1417 N Lansing Avenue, Tulsa, OK 74106

6205 S. Sooner Road, OKC OK 73135

**Board of Trustee Meeting Minutes:**

**NOTICE AND AGENDA** for the Regular Meeting of the Board of Trustees for the Emergency Medical Services Authority, a Public Trust, were filed June 21, 2022, at 10:11 a.m. with the offices of the City Clerk of Tulsa and with the City Clerk of Oklahoma City on June 21, 2022, at 10:12 a.m., 24 hours prior to the time set for the meeting.

**Trustees Present:**

Chief Michael Baker

Dr. Jeffrey Goodloe

Phil Lakin

Tammy Powell

Scot Rigby

Jan Slater

Scott Vaughn

**Others Present:**

Johna Easley, EMSA

Frank Gresh, EMSA

Adam Paluka, EMSA

James Davis, EMSA

Tracy Johnson, EMSA

Christopher Jenkins, EMSA

Chief Goodwin, Edmond Fire

Jim Orbison

Richelle Treece

**Trustees Absent:**

Allison Petersen - Excused

Wiley Williams - Excused

Chief Bryan Wood - Excused

**EMERGENCY MEDICAL SERVICES AUTHORITY**  
**Board of Trustees Meeting**  
**June 22<sup>nd</sup>, 2022**

A quorum was present, and the meeting was called to order at 1:00 p.m. by Councilor Phil Lakin.

**CONSENT AGENDA**

1. Approval of Board Minutes from the EMSA Board of Trustees Meeting dated May 25, 2022.

A motion was made by Ms. Slater and seconded by Mr. Vaughn.

AYE: Chief Baker, Councilor Lakin, Ms. Powell, Ms. Slater, Mr. Vaughn,

NAY:

ABSENT: Ms. Fry, Ms. Petersen, Mr. Rigby, Mr. Williams, Chief Wood

The motion is passed.

**REGULAR AGENDA**

1. **Chairman's Report**- Wiley Williams, Chairman of the Board is absent, Councilor Lakin states he does not have anything to report but is hopeful that the Chairman will be at next month's meeting.

2. **Contact Approval**

- a. **Professional Services Agreement between The City of Oklahoma City and EMSA –** Johna Easley, Interim President & Chief Executive Officer.

Ms. Easley presented the Professional Service Agreement which outlines the provisions of the City of Oklahoma City ordinance 23-7-65. This ordinance creates the medical services program and the utility bill program, EMSACare. This agreement outlines the provisions of the management and operation of the program. There has been no change in the professional services agreement which is the same agreement the EMSA Board of Trustees approved last year.

A motion was made by Ms. Powell and seconded by Ms. Slater.

**\*\*Mr. Scot Rigby arrived at 1:03 p.m.\*\***

AYE: Chief Baker, Councilor Lakin, Ms. Powell, Ms. Slater, Mr. Vaughn,

NAY: None

ABSENT: Ms. Petersen, Mr. Williams, Chief Wood

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The motion is passed.

- b. **Professional Services Agreement between the Board of Regents of the University of Oklahoma, Health Sciences Center, Department of Pediatrics and EMSA** – Johna Easley, Interim President & Chief Executive Officer.

Ms. Easley presented the Professional Services Agreement which allows for the employment of Dr. Kurtis Knoles, the Associate Medical Director. This agreement was last executed in July of 2019 and is a three-year agreement. There have been no changes or requests for changes since this agreement was last approved in 2019.

Chief Baker shared that since Dr. Knoles has been the Associate Medical Director, he has been engaged and involved in the EMSA system. Chief Baker fully supports the renewal of his Professional Services Agreement. Dr. Goodloe added that the Office of the Medical Director team enjoys working with Dr. Knowles and that it is a benefit to the EMSA system to have his experience and skillset in pediatrics.

A motion was made by Chief Baker and seconded by Mr. Vaughn.

AYE: Chief Baker, Councilor Lakin, Ms. Powell, Mr. Rigby, Ms. Slater, Mr. Vaughn

NAY:

ABSENT: Ms. Petersen, Mr. Williams, Chief Wood

The motion is passed.

- c. **Scope of Services between Sumption and Wyland and EMSA** – Johna Easley, Interim President & Chief Executive Officer.

Ms. Easley explained that in early February the EMSA Board of Trustees discussed their desire to develop a strategic planning process. Mr. Gresh and Ms. Easley met with Sumption and Wyland and Fitch and Associates to discuss EMSA's needs. Ms. Easley believes that Sumption and Wyland meets the needs of EMSA best. Ms. Easley asks the board to waive the need for RFP requirement in the interest to move forward with strategic planning in a timely fashion. Total agreement amount is \$72,000.

A motion was made by Ms. Powell and seconded by Chief Baker.

EMSA Board Members asked questions about the strategic planning process, which were answered by Ms. Easley.

Mr. Rigby proposed tabling the motion for 60 days.

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AYE: Councilor Lakin, Ms. Powell, Ms. Slater, Mr. Vaughn

NAY: Mr. Rigby

ABSTAIN: Chief Baker

ABSENT: Ms. Petersen, Mr. Williams, Chief Wood

The motion is passed.

**3. President's Report**

- a. Operational Compliance Report-** Frank Gresh, Interim Chief Operations Officer– Mr. Gresh presented the Response Time Compliance Summary for May 2022 to the Board. Mr. Gresh reported the Eastern Division Beneficiary jurisdictions were complying in Priority 2 calls. Priority 1, 3 and 4 calls were not in compliance. In the Eastern Division Non-beneficiary jurisdictions, compliance was not met in Priority 2 calls. There was 100% compliance in Priority 3 calls and no Priority 4 calls in the non-Beneficiary jurisdictions. The Western Division Beneficiary jurisdictions were not in compliance in all categories. The Western Division Non-beneficiary jurisdictions were not in compliance in Priority 1, or 2 and there were no Priority 3 or 4 calls. Mr. Gresh shared the running 12-month compliance trend for both divisions as well as exclusions. Data representing the percentage of minutes late was shared for both divisions. Interfacility (IFT) Utilization, Bed Delay, Mutual Aid Utilization and Transport data was presented for both divisions. Mr. Gresh presented the headcount for both divisions and shared the EMT and Paramedic monthly attrition 2018 - present.
- b. Key Performance Indicators Report-** Adam Paluka, Chief Public Affairs Officer – Mr. Paluka reported on the KPIs for April 2022. Mr. Paluka reported that they are working to get someone in a role in the Patient Business Services department, this role will be able to get the needed reports to the surveying agency in a timely manner. It was noted that the last Patient Satisfaction survey data that we have is from December 2021. We have been engaging in more community events. EMSA had 1 negative media story due to the change in the utilization of PRN team members. EMSA had 32 positive news stories highlighting EMT school, which generated numerous visits to the recruiting website and social media hits. Social Media numbers are good. IT had a great month with no critical system downtime.
- c. President Commentary-** Johna Easley, Interim Chief Executive Officer – Ms. Easley presented organizational highlights, which included the graduation of EMT classes in both divisions. EMSA has hired a Revenue Cycle Director who will begin on July 25<sup>th</sup>. Wage adjustments will be completed through the last pay period in July.

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**4. Presentation and Approval of EMSA Fiscal Year 2023 Budget -Johna Easley – Interim President & CEO**

Ms. Easley referred the Board to the slides that were presented last month by Ms. Lora Conger, Chief Financial Officer.

A motion was made by Ms. Slater and seconded by Mr. Vaughn.

AYE: Chief Baker, Councilor Lakin, Ms. Powell, Mr. Rigby, Ms. Slater, Mr. Vaughn

NAY:

ABSENT: Ms. Petersen, Mr. Williams, Chief Wood

The motion is passed.

**5. Chief Medical Officer's Report-** Dr. Jeffrey Goodloe, Chief Medical Officer – Dr. Goodloe presented Office of the Medical Director activities which included monthly meetings with EMSA and the Fire Chiefs and monthly Quality Improvement meetings with all agencies in the EMSA system. OMD has been meeting with EMSA executives and Oklahoma City Management and the Fire Department. Dr. Goodloe outlined OMD involvement in nationwide presentations, which occur at zero cost to the EMS system and zero time off requests. Dr. Goodloe shared data regarding the Basic Life Support 911 program. Dr. Goodloe was invited to present data next week on the use of lights and sirens at a national program.

**6. New Business** – No new business.

**7. Trustees' Reports** – No trustees report.

**8. Next Meeting** – Wednesday, July 27, 2022, at 1:00 p.m.

**9. Adjourn** – The meeting was adjourned by Councilor Lakin at 3:05 p.m.

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Adam Paluka, Assistant Secretary

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Date