



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

**Regular Board of Trustees Meeting**

**June 28, 2023, at 1:00 p.m. via Teleconference**

1417 N Lansing Avenue, Tulsa, OK 74106

6205 S. Sooner Road, Oklahoma City, 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 on June 26<sup>th</sup>, 2023, at 4:09 p.m. with the offices of the City Clerk of Tulsa and with the City Clerk of Oklahoma City on June 26<sup>th</sup>, 2023, at 4:10 p.m., 24 hours prior to the time set for the meeting.

**Trustees Present:**

Chief Michael Baker

Chief Richard Kelley

Phil Lakin

Jan Slater

Scott Vaughn

Wiley Williams

**Others Present:**

Johna Easley, EMSA

Adam Paluka, EMSA

Lora Conger, EMSA

Michael Cunningham, EMSA

Lee Gibson, EMSA

Christopher Jenkins, EMSA

Tracy Johnson, EMSA

James Davis, EMSA

Sonia Coleman, EMSA

Michael Parrish, EMSA

Kimberly Querry, EMSA

Jim Orbison, Riggs Abney

**Trustees Absent:**

Dr. Jeffrey Goodloe - Excused

Allison Petersen - Excused

Tammy Powell - Excused

Chief Bryan Wood - Excused

**EMERGENCY MEDICAL SERVICES AUTHORITY**

**Board of Trustees Meeting**

**June 28, 2023**

A quorum was present, and the meeting was called to order at 1:01 p.m. by Chairman Wiley Williams.

**CONSENT AGENDA**

1. Approval of Board Minutes from the EMSA Board of Trustees Regular Meeting dated May 24, 2023.

A motion was made by Councilor Lakin and seconded by Chief Baker to accept the May 24, 2023, EMSA Board of Trustees Regular Meeting Minutes.

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

NAY: None

ABSENT: Ms. Petersen, Ms. Powell, Chief Wood

The motion is passed.

**REGULAR AGENDA**

1. **Chairman's Report-** Wiley Williams, Chairman of the Board– Mr. Williams encouraged all Trustees to attend the next EMSA Board Meeting in July scheduled to be in Stroud because of the need to hold an Executive Session. He also told the Board that he accepted the resignation of former Trustee Scot Rigby.
2. **Approval of Professional Service Agreement with OUHSC for Medical Oversight of the EMS System, more particularly the services of Chief Medical Officer Dr. Jeffery Goodloe.** – Ms. Easley told the Board this is a contract with University of Oklahoma Health Sciences Center for medical oversight. In 2018 this professional services agreement term was changed from three-year terms to a year-to-year agreement. The Board is asked to approve a return to the three-year contract term. The professional services agreement also includes a 15% increase in salary for Dr. Goodloe. The Medical Control Board has already approved this updated professional services agreement, and this is a budgeted item in the FY24 EMSA Budget.

A motion was made by Ms. Slater and seconded by Councilor Lakin to approve the Professional Service Agreement with OUHSC for Medical Oversight of the EMS System, more particularly the services of Chief Medical Officer Dr. Jeffery Goodloe.

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

NAY: None

**EMERGENCY MEDICAL SERVICES AUTHORITY**

**Board of Trustees Meeting**

**June 28, 2023**

ABSENT: Ms. Petersen, Ms. Powell, Chief Wood

The motion is passed.

- 3. Approval of amended Fiscal Year 2023 Professional Services Agreement between The City of Oklahoma City and EMSA.** – Ms. Easley told the Board this is an annual agreement between EMSA and the City of Oklahoma City. She said this Professional Service Agreement lines out the expected subsidy amount the City of Oklahoma City will need to budget. As the FY23 budget was amended, this agreement reflects the updated amount for FY23.

A motion was made by Mr. Vaughn and seconded by Chief Baker to approve the amended Fiscal Year 2023 Professional Services Agreement between The City of Oklahoma City and EMSA.

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

NAY: None

ABSENT: Ms. Petersen, Ms. Powell, Chief Wood

The motion is passed.

**4. President's Report**

- a. Operational Compliance Report-** Johna Easley, Chief Executive Officer– Ms. Easley reported the Eastern Division Beneficiary jurisdictions were compliant for Priority 2 and 4 calls, but out of compliance for Priority 1 and 3 calls in the month of May 2023. The Western Division Beneficiary jurisdictions showed Priority 1 compliance at 84%, and Priority 2 calls were in compliance. Ms. Easley shared compliance trends in the Eastern Division with Trustees and said increases in volume, bed delay, and call outs resulted in a compliance drop for the Eastern Division, however 2,000-unit hours were added to the 9-1-1 system between April and May. Mr. Vaughn asked about special events, and Ms. Easley said 85% of those events were staffed, and the remainder were staffed by pulling street crews from their 9-1-1 shifts so those events could be covered. Mr. Williams asked if the June compliance numbers would be affected by the weather in Tulsa. The Western Division Non-beneficiary jurisdictions were at 76% compliance - most of those calls originated in the City of Edmond. Ms. Easley discussed the arrival of last contingent of Best Practice Medicine contract Paramedics in Oklahoma City to finish out that contract and those additional paramedics positively impacted compliance trends in the last week of the month. Ms. Easley said call volume is still very high. Ms. Easley said June compliance is trending to be at 89% for the Western Division. Ms. Easley shared staffing and attrition data with the board for high volume positions (paramedic and EMT) and field support positions across the EMSA system. Mr. Lakin asked about the addition of more data points

## EMERGENCY MEDICAL SERVICES AUTHORITY

### Board of Trustees Meeting

June 28, 2023

to this report, specially, total minutes late, and Ms. Easley and Mr. Jenkins gave some context about how late calls are counted and how minutes late is tracked internally.

- b. **Financial Update**– Lora Conger, Chief Financial Officer - Ms. Conger shared a financial update with Trustees as of May 31<sup>st</sup>. She told Trustees because of transport volume gains there is a 1.7% positive variance in patient revenue, even with increased operating expenses, mainly in unbudgeted overtime wages and premium pay. Ms. Conger told the Board that all revenue and expenses are compared to the revised budget approved by Trustees earlier in 2023.
- c. **Revenue Cycle Update** – Sonia Coleman, Director – Revenue Cycle Management – Ms. Coleman detailed the days-to-bill metric and explained it does not include any deductible holds – rather the 11-days-to-bill figure represents the time it takes for EMSA to finalize the billing process internally. She told Board Members the overall aging billing is going down – and that is a good sign and approaching departmental goals.
- d. **Key Performance Indicators Report** – Adam Paluka, Chief Public Affairs Officer – Mr. Paluka introduced Kimberly Querry as EMSA’s new Public Information Officer based in Oklahoma City. He said Ms. Querry is training and learning more about the EMSA system. Mr. Paluka said May did have six negative media hits – all related to the City of Edmond ambulance services RFP and six positive stories about EMSA’s 2023 Star of Life honorees. He said IT and social media numbers were also very positive for the month. Mr. Paluka thanked Ms. Petersen for coming to the EMS Week Kid’s Day event at Scissortail Park, and he said the team appreciated meeting her and talking with her and her family.
- e. **President Commentary**- Johna Easley, Chief Executive Officer – Ms. Easley reiterated how EMSA performed during the Father’s Day Storms that affected the Tulsa area. She said volume was up substantially because of those storms. She gave kudos to the Eastern Division team members who responded to the storm. She also thanked Dr. Goodloe and the Medical Control Board for making some temporary adjustments to MPDS codes so that EMSA could best utilize ALS resources in the aftermath of the storm. Ms. Easley told Trustees about the progress in completing EMSA’s Strategic Plan, and she said the draft of that plan should be available around the first week of August. Ms. Easley said a response to the City of Edmond ambulance service RFP was submitted. Ms. Slater asked what the timeline was for the City of Edmond to decide on a provider, and Ms. Easley said she was unsure about when they would decide.

A motion was made by Ms. Slater and seconded by Chief Kelley to accept the President’s Report.

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

NAY: None

**EMERGENCY MEDICAL SERVICES AUTHORITY**

**Board of Trustees Meeting**

**June 28, 2023**

ABSENT: Ms. Petersen, Ms. Powell, Chief Wood

The motion is passed.

5. **Medical Director's Report – Dr. Jeffrey Goodloe, Chief Medical Officer** – No report but an email update from Dr. Goodloe was sent to Trustees.
6. **New Business** – No New Business.
7. **Trustees' Reports** – Mr. Williams asked about the process to select a new Board Representatives from the Western Division non-beneficiary cities. Ms. Easley said she would reach out to the Western Division non-beneficiary jurisdictions about the Board Vacancy as they are responsible for elevating a candidate to server on the EMSA Board. She said if the City of Edmond does not submit a candidate, she thinks the City of Nichols Hills' City Manager Shane Pate may be the representative elevated from the Western Division non-beneficiary cities.
8. **Next Meeting** – Wednesday, July 26, 2023, at 11:00 a.m. at the Hampton Inn & Suites – Stroud.
9. **Adjourn** – The meeting was adjourned by Mr. Williams at 1:54 p.m.

---

Adam Paluka, Assistant Secretary

---

Date