



EMERGENCY MEDICAL SERVICES AUTHORITY – A PUBLIC TRUST

Regular Board of Trustees Meeting

August 23, 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 August 21, 2023, at 4:05 p.m. with the offices of the City Clerk of Tulsa and with the City Clerk of Oklahoma City on August 21, 2023, at 3:50 p.m., 24 hours prior to the time set for the meeting.

Trustees Present:

Chief Richard Kelley
Dr. Jeffrey Goodloe
Shane Pate
Phil Lakin
Tammy Powell
Jan Slater
Scott Vaughn
Allison Petersen
Wiley Williams

Others Present:

Johna Easley, EMSA
Adam Paluka, EMSA
Lora Conger, EMSA
Michael Cunningham, EMSA
Lee Gibson, EMSA
Christopher Jenkins, EMSA
Michael Parrish, EMSA
James Davis, EMSA
Sonia Coleman, EMSA
Kris Keopsel, Riggs Abney
Wendy Thomas, Wendy Thomas LLC
Anna Bailey, OMD
Elizabeth Caldwell, KWGS

Trustees Absent:

Chief Michael Baker Excused
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 Phil Lakin

CONSENT AGENDA

1. Approval of Board Minutes from the EMSA Board of Trustees Special Meeting dated July 26, 2023.

A motion was made by Mr. Vaughn seconded by Chief Wood to accept the July 26, 2023, EMSA Board of Trustees Special Meeting Minutes.

AYE: Mr. Lakin, Mr. Pate, Ms. Petersen, Ms. Powell, Mr. Vaughn, Ms. Petersen, Chief Wood

NAY: None

ABSENT: Chief Baker, Ms. Slater, Chief Kelley, Chief Wood

The motion is passed.

REGULAR AGENDA

1. **Chairman's Report-** Phil Lakin, Vice Chairman of the Board– Mr. Lakin asked Ms. Easley to introduce new Trustee Shane Pate, Nichols Hills City Manager. Mr. Pate said he was looking forward to serving as Trustee.
2. **President's Report**
 - a. **Operational Compliance Report-** Johna Easley, Chief Executive Officer– Ms. Easley reported the Eastern Division Beneficiary jurisdictions were compliant for Priority 1, 2, and 4 calls, but out of compliance for Priority 3 calls in the month of July 2023. The Western Division Beneficiary jurisdictions showed Priority 1 compliance at 88%, and Priority 2 calls were in compliance. The Western Division Non-beneficiary jurisdictions were at 79% compliance - most of those calls originated in the City of Edmond. Ms. Easley discussed that there have been a higher than usual number of call outs in the month of July due to the summer weather. Ms. Easley shared the bed delay report with Trustees and shared that Ascension St. John hospital in Tulsa has all but eliminated bed delay and Ms. Easley said EMSA is meeting with ASJ to discuss how their success could be duplicated across other hospitals in the EMSA system. Ms. Easley also reported headcount data to Trustees and explained why the EMT numbers continue to grow to backfill EMTs who are accepted into EMSA's in-house Paramedic schools.

***** Ms. Slater arrived at 1:06 p.m.*****

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- b. Financial Update**— Lora Conger, Chief Financial Officer - Ms. Conger shared a financial update through July 2023 with the Board. Ms. Conger said that due to lower volume than expected in the Eastern Division, revenue was lower than expected. Mr. Vaughn asked about the FY24 budget not having a deficit, yet the year starts with a loss meaning there must be some seasonality. Ms. Conger said that was correct and there are some expenses that are front loaded.

***** Chief Kelley arrived at 1:15 p.m. *****

- c. Revenue Cycle Update** – Sonia Coleman, Director – Revenue Cycle Management – Ms. Coleman told Trustees days to bill remained steady at 15 days – she said one team member has finished training and she expects that number to go down next month. Ms. Coleman said all of the aging payors expect for self-pay is trending down which is what the department wants to see.
- d. President Commentary**- Johna Easley, Chief Executive Officer – Ms. Easley told the board that after the Board Meeting, she would be sending out updated KPIs for the Board’s review and to schedule some small group meetings to review with Trustees. She then introduced Wendy Thomas from Leadership Tulsa/Wendy Thomas LLC to present EMSA’s updated Strategic Plan. Wendy provided a detailed overview of the process to create the plan, her assessment of EMSA’s Strengths, Weaknesses, Opportunities, and Threats and the specific goals and details of the finished Strategic Plan. Ms. Easley said she has received some initial feedback from Trustees and welcomes any additional input from the Board. She said the Senior Leadership Team will now integrate departmental tactical plans into this Strategic Plan so the organization is aligned around the five overarching goals. Mr. Pate asked about a timeline for implementation of the plan. Ms. Easley said that process has already started and that the goal would be for the new KPIs to begin getting reported in October. Mr. Lakin asked about a directive for the Board to help with the adoption and support of this plan. Ms. Thomas said she would recommend the Board setting goals for the Board to work toward achieving. Mr. Lakin said he would spearhead the work that the Board will do to support this plan.

A motion was made by Mr. Vaughn seconded by Ms. Slater to approve and accept the EMSA Strategic Plan.

AYE: Mr. Lakin, Chief Kelley, Mr. Pate, Ms. Petersen, Ms. Powell, Ms. Slater Mr. Vaughn, Ms. Petersen, Chief Wood

NAY: None

ABSENT: Chief Baker, Chief Wood

The motion is passed.

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- 3. Medical Director's Report – Dr. Jeffrey Goodloe, Chief Medical Officer** – Dr. Goodloe introduced OMD's Full-Time Mastered Degreed Statistician and Analyst and Epidemiologist, Anna Bailey, to Board Members. Dr. Goodloe shared updates from the Office of the Medical Director and discussed recent travel and presentations. Dr. Goodloe shared positive bed delay mitigation at St. John Medical Center in Tulsa and updated BLS statistics with Trustees and said he continues to be pleased with the data he reviews about the BLS tier at EMSA. Dr. Goodloe presented positive data about cardiac survival within the City of Edmond and trends related to bystander intervention and defibrillation initiation combined with other elements related to bundle of care for these patients. He also updated Trustees on mobile integrated healthcare efforts. Dr. Goodloe closed his presentation by sharing that he is running for President-Elect for the American College of Emergency Physicians. That election will take place in Philadelphia in early October.
- 4. New Business** – No New Business.
- 5. Trustees' Reports** – No Trustees' Report.
- 6. Next Meeting** – Wednesday, October 25, 2023, at 1:00 p.m. via videoconference.
- 7. Adjourn** – The meeting was adjourned by Mr. Lakin at 2:25 p.m.

Adam Paluka, Assistant Secretary

Date