



EMERGENCY MEDICAL SERVICES AUTHORITY – A PUBLIC TRUST

Regular Board of Trustees Meeting

October 25, 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 October 23, 2023, at 10:38 a.m. with the offices of the City Clerk of Tulsa and with the City Clerk of Oklahoma City on September 25, 2023, at 11:07 a.m., 24 hours prior to the time set for the meeting.

Trustees Present:

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

Others Present:

Johna Easley, EMSA
Adam Paluka, EMSA
Lora Conger, EMSA
Michael Cunningham, EMSA
Lee Gibson, EMSA
Sonia Coleman, EMSA
Michael Parrish, EMSA
James Davis, EMSA
Tracy Johnson, EMSA
Kris Keopsel, Riggs Abney
Ben Abrams, Public Radio Tulsa

Trustees Absent:

Jan Slater - 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 September 27, 2023.
2. Capital Purchase approval of purchase of stretchers from Stryker Medical for \$3,957,714.00.
3. Capital Purchase approval of purchase of Power Loads from Stryker Medical for \$189,741.00.

A motion was made by Mr. Williams and seconded by Chief Baker to approve the consent agenda.

AYE: Chief Baker, Chief Kelley, Mr. Lakin, Mr. Pate, Ms. Powell, Mr. Vaughn, Mr. Williams

NAY: None

ABSENT: Ms. Petersen, Ms. Slater, and Chief Wood

The motion is passed.

REGULAR AGENDA

1. **Chairman's Report**- Phil Lakin, Vice Chairman of the Board– No report.

***** Ms. Petersen arrived at 1:05 p.m. *****

2. **President's Report**

- a. **Operational Compliance Report**- Johna Easley, Chief Executive Officer– Ms. Easley reported the Eastern Division Beneficiary jurisdictions were in compliance for Priority 1 and 2 calls but out of compliance for Priority 3 and 4 calls in the month of September 2023. Ms. Easley said progress continues to be made in the Western Division, but there has been difficulty getting over the 87-88% hump in the West. Ms. Easley said most of the time, late calls are between one and two minutes late and bed delay numbers did drop since August. She told Trustees volume continues to exceed projections in both the Eastern and Western Divisions. Ms. Easley shared staffing numbers with Trustees and said many new EMTs and Paramedics were added to the system in the East and West having graduated from EMSA's in-house EMT School and Paramedic Schools. She said while those employees are not yet productive, they should be by next month.

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- b. Financial Update**— Lora Conger, Chief Financial Officer - Ms. Conger shared a financial update through September 2023 with the Board. She told Trustees patient revenue has a negative variance due to EMSA transporting more lower acuity patients than expected in September. She said EMSA's realization rate continues to trend ahead of budgeted numbers. She said revenue is in a very good spot. Ms. Conger explained that higher usage of contract labor in July and August due to transport volume is why this number is higher. She expects it go down as we move out of the summer and early fall months. She said EMSA is spending close to \$400,000 less on supplies than expected, and she is looking into the reasoning behind that drop. Ms. Powell asked about the number of contract medics In the Western Division, and Ms. Easley said there are 38 contract Paramedics working in the West, but that EMSA plans to draw down those numbers in the coming months.
- c. Revenue Cycle Update** – Sonia Coleman, Director – Revenue Cycle Management – Ms. Coleman told Trustees days-to-bill has reached a 12-month low of 13, and they have reached their departmental goal of less than 15 days. She said cash collections was slightly less than August, but it is in line with expectations for September. Aging payors also continue to decrease minus self-pay. Ms. Coleman was particularly pleased with aging Medicaid – while not at goal, it is less than 40% which is a good sign. Ms. Petersen asked how the Revenue Cycle Management Team is doing, and Ms. Coleman said while the Customer Service Team is short staffed, they are training new team members next week. She said the Team is energized by their recent strides and strong performance.
- d. President Commentary**- Johna Easley, Chief Executive Officer – Ms. Easley shared an update on the EMSA Advantage in-house EMT School. She said there were recently classes in OKC and Tulsa that broke records. She said about 77% of enrollees in the program are still working at EMSA. She said there will be some re-branding of the program to highlight the how successful graduates worked their way through the program. Chief Baker asked if those who leave are under a contractual agreement, and Ms. Easley said they are, but that contract has little impact on their decision to stay or leave in the EMSA Advantage program.

Ms. Easley said the City of Edmond has set a date of December 5, 2023, as their transition date out of the EMSA system. Ms. Easley told Trustees she continues to meet with Chief Kelley to work out the details of the Supplemental Service Plan with the City of Oklahoma City, and she believes that after an operational plan is approved, that service would go live in the Spring of 2024.

Ms. Easley thanked Trustees who participated in meetings to learn about EMSA's new Key Performance Indicator metrics and said Trustees would be sent that presentation in early November. She said these new KPIs would be included in Board reports starting in early 2024.

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- 3. Medical Director's Report – Dr. Jeffrey Goodloe, Chief Medical Officer** – Dr. Goodloe updated Trustees on recent work by the Office of the Medical Director. He updated the Board of EMSA's BLS 9-1-1 Program, saying he continues to be pleased with results in both Tulsa and Oklahoma City. Dr. Goodloe shared that he was elected Chair of the Board for the American College of Emergency Physicians. He said this position will not take away from the work he does in the EMSA system and is at no cost to the MCB or cities in the EMSA system. Trustees extended their congratulations to Dr. Goodloe.
- 4. New Business** – No New Business.
- 5. Trustees' Reports** – No Trustees' Report.
- 6. Next Meeting** – Wednesday, November 15, 2023, at 1:00 p.m. via videoconference.
- 7. Adjourn** – The meeting was adjourned by Mr. Lakin at 1:40 p.m.

Adam Paluka, Assistant Secretary

Date