



EMERGENCY MEDICAL SERVICES AUTHORITY – A PUBLIC TRUST

Regular Board of Trustees Meeting

November 15, 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 November 14, 2023, at 8:38 a.m. with the offices of the City Clerk of Tulsa and with the City Clerk of Oklahoma City on November 14, 2023, at 8:40 a.m., 24 hours prior to the time set for the meeting.

Trustees Present:

Phil Lakin
Allison Petersen
Jan Slater
Scott Vaughn
Wiley Williams
Chief Bryan Wood

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
Christopher Jenkins, EMSA
Kris Keopsel, Riggs Abney
Jill Seime, PCG
Alissa Narode, PCG

Trustees Absent:

Chief Michael Baker – Excused
Dr. Jeffrey Goodloe – Excused
Chief Richard Kelley – Excused
Shane Pate - Excused
Tammy Powell – Excused

REGULAR AGENDA

- 1. Chairman's Report-** Phil Lakin, Chairman of the Board– No report.
- 2. President's Report**
 - a. Operational Compliance Report-** Johna Easley, Chief Executive Officer– Ms. Easley celebrated the Eastern and Western Divisions both achieving Priority 1 compliance in October, this is the first time this has happened in three-and-a-half years. She thanked the Board of their support and said EMSA is working hard to maintain this level of compliance. She told Trustees bed delay continues to adversely affect the system in both Divisions, and her team continues to meet with hospitals to try and mitigate the effects of bed delay. She also reported the volume growth continues to outpace projections. Ms. Easley shared headcount data with the Board and explained how updates to the system will affect the percent staffed numbers for EMTs and Paramedics.
 - b. Financial Update–** Lora Conger, Chief Financial Officer - Ms. Conger shared a financial update through October 2023 with the Board. She told Trustees she was presenting projected numbers as the month of October has not closed. She said patient revenue being down is a result of the transport acuity mix being slightly different than what was budgeted. She said salary and wages continues to be higher than budget because of the utilization of contract labor, but that has lessened in September and October. She also said repairs and maintenance costs were also higher than anticipated. Mr. Williams asked if the maintenance and repair costs would go down later in the year. Ms. Conger said there may be some slight adjustments in the later part of the fiscal year, but many of these costs are because EMSA has an aging fleet of ambulances.
 - c. Revenue Cycle Update –** Sonia Coleman, Director – Revenue Cycle Management – Ms. Coleman told Trustees days-to-bill has reached 11 days, and she is excited to report this progress. She said cash -received numbers continues to align with projections. The Patient Business Services Team continues to make progress with aging payors and working through credit balances. She is proud of the progress that has been made on Aging Medicare, which is at a 12-month low.
 - d. President Commentary-** Johna Easley, Chief Executive Officer – Ms. Easley asked Ms. Conger to introduce Jill Seime and Alissa Narode from PCG who presented about EMSA's FY23 GMET Medicaid Cost Report. PCG explained the reimbursement from the federal government for its Medicaid reimbursement match. The rationale is that while Medicaid reimbursements are typically some of the lowest, the service EMS entities provide to Medicaid patients is essential and the federal government will match whatever the reimbursement shortfall is. PCG shared historical cost settlements to EMSA, showing that the payments to EMSA have increased as the number of Medicaid transports in the system have grown. PCG said EMSA's Revenue Cycle Management team have done an

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excellent job recouping money owed for transports and EMSA also averages a lower cost per transport than other Oklahoma EMS providers. Ms. Easley said this is the validated data behind the talking point that EMSA is the lowest cost EMS provider in Oklahoma. Mr. Vaughn asked if EMSA can anticipate 2024 monies to be on par with 2023 monies and the PCG group said they expected there to be a small dip based on a drop-in fee-for-service transports.

Ms. Easley discussed the City of Edmond transition, and said she expects that to now happen in January. She also continues to work with Chief Kelley on the supplemental service plan and they continue to meet to finalize an operational plan. Ms. Easley asked for any feedback about the organizational performance indicators that were sent out to Trustees.

***** Ms. Petersen arrived at 1:38 p.m. *****

A quorum was present, and the meeting was called to order at 1:38 p.m. by Chairman Phil Lakin

CONSENT AGENDA

1. Approval of Board Minutes from the EMSA Board of Trustees Special Meeting dated October 25, 2023.
2. Acceptance of FY2023 EMSA Annual Audit.
3. Approval of EMSA Board of Trustees' 2024 Meeting Schedule.

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

AYE: Mr. Lakin, Ms. Petersen, Ms. Slater, Mr. Vaughn, Mr. Williams, Chief Wood

NAY: None

ABSENT: Chief Baker, Chief Kelley, Mr. Pate, Ms. Powell

The motion is passed.

REGULAR AGENDA CONTINUED

3. **Approval of Professional Services Agreement between EMSA and the City of Oklahoma City** – Ms. Easley said this agreement allows The City of Oklahoma City to transfer funds collected in the City's Emergency Medical Services Fund to EMSA. She said this is an annual agreement and the language in the agreement matches the language in EMSA's Governing Documents.

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A motion was made by Ms. Petersen and seconded by Ms. Slater to approve the Professional Services Agreement between EMSA and the City of Oklahoma City.

AYE: Mr. Lakin, Ms. Petersen, Ms. Slater, Mr. Vaugh, Mr. Williams, Chief Wood

NAY: None

ABSENT: Chief Baker, Chief Kelley, Mr. Pate, Ms. Powell

The motion is passed.

- 4. Medical Director's Report – Dr. Jeffrey Goodloe, Chief Medical Officer – No Report.**
- 5. New Business – No New Business.**
- 6. Trustees' Reports – No Trustees' Report.**
- 7. Next Meeting – Wednesday, December 20, 2023, at 1:00 p.m. via videoconference.**
- 8. Adjourn – The meeting was adjourned by Mr. Lakin at 1:55 p.m.**

Adam Paluka, Assistant Secretary

Date