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Dennis Allin, M.D., Chair
Steven Sutton, Executive Director

Sam Brownback, Governor

**Board Approved
Dec. 7, 2012**

**Board Meeting Minutes
October 5, 2012**

Board Members Present

Dr. Dennis Allin
JR Behan
Deb Kaufman
Dr. Joel Hornung
Dr. David Kingfisher
Comm. Bob Boaldin
Sen. Jay Emler
John Ralston
Comm. John Miller
Shane Pearson
Joe Megredy
Dr. Deb Smith

Attorney General Staff

Sarah Fertig

Board Members Absent

Rep. Broderick Henderson
Sen. Oletha Faust-Goudeau
Rep. Vern Swanson

Guests

Wendy Gronau
Kathy Dooley
Colin Fitzgerald
Ken Keller
Grant Helferich
Derek Sobelman
Steve Isaacson
Gary Winter
David Stithem
Brad Sisk
Ed Debesis
Gerry Ross
Terry David
John Hultgren
Dave Johnston
Darlene Deck
Mark Willis
Con Olson
Mick McCallum
Dan Hudson
Mike Simmons
Stacy Croomes
Jason Bolt

Chrissy Bartel
Brandon Beck
Chad Pore
Sarah House
George Elliot

Representing

Lincoln Co EMS
Region II
Leawood FD
AMR
Butler Co EMS
Olathe Fire Dept.
OP Fire
Region I EMS
Region I EMS
Region II
Mitchell Co EMS
KEMTA
Rice Co EMS
Dickinson Co EMS
KEMSA Sedgwick Co EMS
Region III, SG Co EMS
Newton Fire/EMS
Seneca EMS
KanaAMS
KU Hospital
Eagle Med
Eagle Med
Coffeyville CC/Cherokee
Co EMS
Labette Co EMS
Emporia Fire/EMS- Reg V
Kiowa Co EMS
EMSC
Salina Fire/EMS

Staff

Steve Sutton
Joseph House
Jean Claude
Kandagaye
Christy Weiler
Carman Allen
Rashelle Fowler
Georganne Lovelace
Chrystine Hannon
Dave Cromwell
Jerry Cunningham

CALL TO ORDER

Chairman Allin called the Board Meeting to order on Friday October 5, 2012 at 9:05 am.

APPROVAL OF MINUTES

The first order of business was to approve meeting minutes from the August 3, 2012 Board meeting.

Commissioner Boaldin moved to approve the August, 2012 Board Meeting minutes; Board Member Ralston second, motion carried.

COMMITTEE REPORTS AND POSSIBLE ACTIONS

Planning and Operations Committee

Chairman Allin called upon Deb Kaufman to give the Planning and Operations Committee update. Ms. Kaufman reported to the Board that the committee heard a report from Darlene Whitlock regarding the progress on statewide sample protocols. There was a meeting of the expanded task force October 3rd and they had made considerable progress. Dr. Hornung will chair the task force. Adjustments were made to the committees and approximately ten additional protocols were identified and assigned to the committees. Darlene asked if there are additional individuals that want to assist with the project that they contact her directly. Based on the update received from Joe House the decision was made to use the algorithmic approach and then special considerations will be added to each topic. A great website, emsprotocols.org, was identified and many other references. The committee heard a KEMSIS update from Joe House reporting that staff is working with the additional vendors to reconcile the differences between the vendor programs and the Image Trend program so that data may be imported. It's the goal to continue working with the vendors to obtain input of 95% of the call data by the end of 2013. The committee had discussion on K.A.R. 109-3-5, the regulation that defines the medication list for the AEMT. This revision of the regulation has an updated medication list that was approved by the MAC and came to our committee. After much discussion at the October 4th meeting, the committee voted to bring this regulation to the board for final approval.

Ms. Kaufman made a motion to approve K.A.R. 109-3-5 as amended; board member Ralston second. After much discussion by the Board regarding future changes and a roll call vote, the motion carried.

Ms. Kaufman states that because of the comments that we're made, the P&O committee would like to refer those comments back to the MAC committee for their review on this regulation. Ms. Kaufman also clarified that there was already an AEMT medication list in place; these are just modifications to that list.

Ms. Kaufman reported that the committee considered again the inspection policy that they had looked at in three previous meetings. It has been revised to reflect the regulatory changes that went into effect on 1/27/2012 and included some suggestions by staff. Following discussion it is the committee's recommendation to approve the inspection policy. The committee will be looking at KRAF contracts and other related paperwork to supplement the

policy at the December meeting, however at this time the committee recommends approval of the inspection policy.

Ms. Kaufman made a motion to approve the Inspection Policy; board member Ralston second. After discussion related to timeframes of announcement of inspection; the motion carried.

Ms. Kaufman reported that the KRAF Grant Review Committee is meeting October 24th for the new grant cycle.

Ms. Kaufman reported there had been a manager's report from Dave Cromwell, Service Operations Manager.

Mr. Cromwell reported to the committee that there are three new services that have met requirements for a permit and those were issued. They are Wray EMS in Colorado, Atchison Co. EMS, and Miller EMS in Oklahoma. The board office completed technical assistance for Allen County and they've started the service license renewal process and they've prepared for online renewals. The Governor has been asked to attend a dedication of the memorial that is outside the board office on December 7th. Mr. Cromwell also reported statistical information on services and attendants.

Ms. Kaufman reported that because of a letter we had received from a new service director asking for direction, we asked for a legal interpretation on the current staffing of Type 1 and Type 2 ambulances and the requirement of two attendants with attendants as defined in statute. Joe House presented a proposal regarding ambulance staffing and the committee had considerable discussion on that topic. We'll come back in December with both looking at that proposal and 109-2-7 regarding ambulance staffing. And following that discussion we adjourned.

Education, Examination, Training and Certification Committee

Chairman Allin called upon JR Behan to give the Education Examination Training and Certification committee report. Mr. Behan reported to the Board that the committee had a fairly short meeting. He went over a few of the updates that were informational and are part of the board packet regarding transition and regulations that are still at AG's office. Mr. Behan stated that 109-15-2, the regulation dealing with non-Kansas credentials, is having changes made to it and will be put on the December agenda for discussion. There were no variances processed by staff. The RFP for exams is out on the website and it closes October 23rd. It looks like it will be February before interviews will be conducted. Continuing Education Audit policy is the only item that needs board action. As mentioned earlier the only change is the committee would like for it to mimic the timeframe of notification and as the inspection policy that we just approved.

Vice Chair Behan made a motion to approve the Continuing Education Audit policy with the one change in regards to the timeframe of notification to mimic the Inspection policy. Board member Ralston second; the motion carried.

Mr. Behan reported a couple more things the committee will be looking at in December is NREMT proposed continued competency program that NREMT plans to implement in 2018 and the legal recognition of non-Kansas credentials.

Mr. Behan stated that the committee tabled the Audit policy clarification until a later date.

Investigations Committee

Chairman Allin called upon Joe Megredy to give the Investigations committee report.

Mr. Megredy reported the committee heard 8 cases ranging from inappropriate staffing, patient care, and medication errors; all 8 cases were closed.

- 2 cases involved nurses that were on board as attendants in ambulances, the committee elected to forward those to the Board of Nursing
- 1 case: certification suspension at paramedic level – attendant met requirements and certification was reinstated
- 1 felony case: met all requirements of the court and no further issues, so this attendant's application was approved.

Felony conviction policy and graduated sanctions – legal has reviewed and requested that the committee delay any action on those documents pending further review and correction of some errors so the committee is recommending that we don't take any action at this time.

Executive Committee

Chairman Allin Called upon Senator Emler to give the Executive committee update; Senator Emler reported to the board that the 2013 legislative packet included a proposal from KEMSA and there was a cover letter passed out. The recommendation of the committee is that the Board Chair appoints a subcommittee to meet with the stakeholders on the proposed legislation, not only this proposed legislation but all proposed legislation. To discuss pros and cons and also to see what the atmosphere of the legislature is after the fall elections. Be prepared at the February board meeting, to discuss it in the committee and/or the board meeting. Senator Emler mentioned that compliments were given to Steve and Joe regarding the Salina meeting.

Senator Emler reported on:

- MAC - The council met and discussed changes to the bylaws, which is a work in progress. There was protocol discussion.
- Discussion that there needs to be a better process to streamline interaction between MAC, the board and board staff. No action was recommended at this time.
- Old business – KBEMS involvement in Image-Trend beta testing and NEMSIS national project, no additional information as there was no response to the letters that were sent
- Strategic planning session two was held on August 28, 2012. It addressed short term goals as identified in the current DRAFT plan. Next week the scheduling of a conference call will take place.
- Medical Protocol Development – a meeting was held October 3, 2012 and included representatives identified as stakeholders. Sample protocols and links were sent out by email for review prior the meeting. Committees are being formed to address

categories of protocols. The question was raised do we want to continue to push to get services without protocols to have those or do we want to wait for the MAC to come up with protocols. The meeting ran an hour over due to the lengthy discussion and the bottom line is Sarah Fertig is going to give us an opinion on the statute and MAC should have time to weigh in on the issue also and this should be added to the December agenda.

- FRA – staff has been trying to get the data in order. Kansas Medicaid officials are working with Kan-Care project and are short staffed. Staff believes the data categories received from Kansas Medicaid are correct but the quantities listed are in question. So they are using a Kansas service to double check the data against the service data, etc. If successful then that method will be used statewide. There was a conference call of the Kansas FRA advisory committee to help update them on status and help with their understanding of how complicated the project is.
- New Business – the committee discussed the Board Attendance policy and the recommendation of the committee is that there needs to be further review as this is a significant issue. Can a policy be drafted that overrides the statute? This is for Sarah's list to do.

Office Update

Chairman Allin started the Office update by mentioning we need to develop some potential dates and put out to the board members a request for who wants to participate in this legislative package subcommittee. There will be a lot of issues discussed by this subcommittee that could go into statute or regs, and it will be parallel with or coming back to the strategic planning committee. So we will put out for volunteers to serve on that subcommittee.

Chairman Allin called upon Executive Director Sutton to give the office report; Mr. Sutton introduced and welcomed Christy Weiler, the new fiscal officer that replaced Patti Artzer.

Mr. Sutton reported that during the last week three EMS providers died. Two were the result of motor vehicle accidents. Richard Newick, a paramedic, 42 years old who worked for Russell EMS and Lifeteam died September 12th. Justin Hesston, EMT-I, 22 years old who worked for Vernon county in Missouri and did some work in Kansas as well died when he was hit head on while on his motorcycle. Also Sharon Schmidt just passed away, which was announced on the list serve as well. We're looking at providing some kind of certificate of appreciation and recognition to the families. Staff will move forward with that if there is no objection from the board.

Mr. Sutton reported that the budget was approved via teleconference September 12th. There was a requirement for staff to demonstrate our performance measures in our budget. That lists inspections done, classes approved, attendants that have renewed, etc. to demonstrate what we do routinely.

Mr. Sutton reported regarding the EIG, a reminder that the board had approved using some of that money for retention. With Patti leaving we have not addressed this issue, she and Christy spent time going over the budget and preparing it for submission so the EIG issue has been back burnered at this time. Regarding KRAF there will be a meeting October 24th to look at what's been done, what we want to do, and how we might want to change it to make our money go further. We may not need to have Image Trend do what they've been doing. If we can do it internally then that puts more money into the pot.

Mr. Sutton reported that because medical technology changes so quickly, some services that received Monitor Defibrillators two years ago and they want to trade them in on a new device; we don't have a policy for that. We are working to try to establish that.

Mr. Sutton reported the contract has been signed regarding KDHE hospital preparedness grant. In the next two weeks we will announce the availability of that money. We have not received the contract back signed by Dr. Mosier, but we have received funding to support the Service Director's workshop; there were 17 individuals signed up before we even announced it. We are set to accept 50 participants and those from rural and frontier Kansas will have their way paid and a room provided to them free of charge.

Mr. Sutton reported regarding strategic plan, some items were being worked on from 2009 so they were carried over. The intent was to demonstrate that we've met some of those goals far beyond the timeline that was talked in the latest strategic plan. At the next meeting we will be discussing whether we need to reorganize priorities.

Mr. Sutton reported that attendant online renewal is in place and has been announced. I would like to change a policy that we have done form many years. We had 325 renewals returned because of addresses. Many of the returns have the new address at the bottom of the envelope. The agency is paying double postage to send these back out. We've looked at some options about regulatory language to mandate change of address or that we just don't forward the letters a second time. We may stop this and hold the individuals more accountable for notifying the board of an address change.

Mr. Sutton reported regarding KEMSA conference in August, several board members and staff attended. KEMSA offered to us to have a board update. There was some presentation and a panel discussion. Board member participants included Dr. Kingfisher, Shane Pearson, Deb Kaufman and J.R. Behan. Mr. Sutton handed out the comments associated with the panel discussion, which were very positive. KEMPTA has offered the same thing to us. We appreciate the opportunity and will be soliciting participation interest as the date gets closer. Mr. Sutton thanked the board members for their participation. That concludes the office update.

Public Comment

Chairman Allin began the public comment segment by stating that he would like to see a column added to the public comment signup sheet that would let him know that this is an item that the board is voting on. This would avoid anyone making comments on an item already voted on. There was some discussion to clarify that the public can still comment on anything they want to but this gives them an opportunity to comment before the board votes on an item.

Chairman Allin called upon John Hultgren for public comment:

John Hultgren, Kansas EMS Administrators Society, provided information about a workshop. EMS Management workshop will take place October 10-11 and October 24-25 in Manhattan, KS, open to anyone that is a supervisor in EMS or aspires to be one.

Chairman Allin called upon Jason Bolt for public comment:

Jason Bolt, Cherokee County EMS, discussed the AEMT medication list and protocols issue and the fact that he is glad to see it moved forward. Mr. Bolt discussed that medicine changes constantly and we won't reach an end point on this discussion; it will be a fluid evolving issue. Mr. Bolt proposed consideration of a working group between EMS doctors, the MAC, educational institutions, and service administrators that could work on this issue. Mr. Bolt

discussed reviewing EMS research and literature to find current best practices and mentioned that it is not limited to physicians so the MAC would not have to do all of this work; there are many that are qualified to do that. Mr. Bolt discussed economic impacts on services in regards to use of an Epi-pen. He stated the cost of an Epi-pen is \$350.99 vs. the cost for an ampule of epinephrine is \$2.58 and the training is already in place for drawing up. Mr. Bolt wants the board to understand that anything that is done for patients has to be based in evidence and research, not personal opinion.

Dr. Allin discusses using the best process with the best involvement regarding AEMT issues. He would like to meet with Steve Sutton to discuss. Dr. Allin then introduced some new business, not to be voted on because it hadn't gone through committee. He represented Kansas at the Medical Director's meeting. Dr. Allin believes that the state of Kansas should have at least a half-time medical director. He wanted it on public record that we need to start moving forward towards having a Medical Director for the state of Kansas. There was some discussion regarding this issue.

Dr. Allin asked if there was anything else or any new business from the Board Members; hearing none a motion to adjourn was called for: *???(off mic) moved to adjourn the board Meeting at 10:06am ??? second the motion. The motion carried and the meeting adjourned at 10:06am.*

The next meetings are scheduled for December 6 & 7, 2012