

**EMERGENCY MEDICAL SERVICES AUTHORITY – A Public Trust
Board of Trustees Special Meeting**

Wednesday, January 25, 2017 – 1:00 pm
Stroud Conference Center
218 West Main Street, Stroud OK 74079

Minutes:

NOTICE AND AGENDA for the Special Meeting of the Board of Trustees of the Emergency Medical Services Authority, a Public Trust, was posted January 20, 2017 in the offices of the City Clerk of Oklahoma City at 1:54 p.m., and with the City Clerk of City of Tulsa on January 20, 2016 at 1:54 p.m., more than 48 hours prior to the time set for the meeting.

TRUSTEES PRESENT

Mr. Larry Stevens
Dr. Jim Rodgers
Mr. Larry McAtee
Chief Bryan Wood
Ms. Jan Slater
Ms. Allison Petersen
Mr. Phil Lakin
Ms. Kelly Brader

TRUSTEES ABSENT

Mr. Joe Hodges (Excused)
Dr. Jeffrey Goodloe (Excused)

OTHERS PRESENT

Steve Williamson, EMSA
Frank Gresh, EMSA
Jim Winham, EMSA
Angela Lehman, EMSA
Kelli Bruer, EMSA
Julie Roberts, EMSA
Tracy Johnson, EMSA
Kent Torrence, EMSA
Sonny Geary, AMR
Tina Wells, AMR
Rick Ornelas, AMR
Heath Wright, AMR
Jim Orbison, Riggs Abney
Kris Koepsel, Riggs Abney
Bob Nance, Riggs Abney
Wiley Williams, City of OKC
Chief Blocker, City of OKC
Emory Bryant, KOTV
Curtis Killman, Tulsa World
Joe Weaver, Unity EMS
Ron DeVoe, Unity EMS

A quorum was present and the meeting was called to order at 1:00 p.m. by Ms. Allison Petersen.

CONSENT AGENDA

1. Approval of Board Minutes from EMSA’s Regular Board of Trustees Meeting of October 26, 2016

Upon motion made by Ms. Slater and seconded by Chief Wood, the Board of Trustees voted to approve EMSA’s Regular Board Minutes of October 26, 2016.

AYE: Mr. McAtee, Dr. Rodgers, Chief Wood, Ms. Slater, Ms. Petersen, Ms. Brader, Mr. Lakin, Mr. Stevens

NAY: None

ABSENT: Mr. Joe Hodges, Dr. Jeffrey Goodloe

The Motion was passed.

2. Approval of Board Minutes from EMSA’s Regular Board of Trustees Meeting of December 14, 2016

Upon motion made by Chief Wood and seconded by Ms. Slater, the Board of Trustees voted to approve EMSA’s Regular Board Minutes of December 14, 2016.

AYE: Ms. Brader, Mr. McAtee, Ms. Slater, Ms. Petersen, Chief Wood

ABSTAINED: Mr. Lakin, Ms. Petersen, Mr. Stevens

NAY: None

ABSENT: Mr. Joe Hodges, Dr. Jeffrey Goodloe

The Motion was passed.

3. Approval of Ratification of President’s Action Regarding Schedule of 2017 EMSA Board of Trustees Meetings

Upon motion made by Ms. Slater and seconded by Mr. Stevens, the Board of Trustees voted to approve Ratification of President’s Action Regarding Schedule of 2017 EMSA Board of Trustees Meetings.

AYE: Mr. Stevens, Mr. McAtee, Ms. Petersen, Mr. Lakin, Ms. Brader, Dr. Rodgers, Chief Wood, Ms. Slater

NAY: None

ABSENT: Mr. Joe Hodges, Dr. Jeffrey Goodloe

The Motion was passed.

4. Approval of Ratification of President’s Action Regarding Award of Type II Ambulance Bid

Upon motion made by Mr. Stevens and seconded by Ms. Slater, the Board of Trustees voted to approve Ratification of President’s Action Regarding Award of Type II Ambulance Bid.

AYE: Mr. Stevens, Chief Wood, Ms. Peterson, Ms. Brader, Dr. Rodgers, Mr. Lakin, Ms. Slater

NAY: None

ABSENT: Mr. Joe Hodges, Dr. Jeffrey Goodloe

REGULAR AGENDA

1. Chairman’s Report

Ms. Petersen reminded the Board that February is when it was agreed upon to do the next CEO evaluation; she will be sending the form via e-mail to each of them. She instructed them to please complete and return the form at the February meeting and she will then compile the results to report. Additionally, she informed the Board that we aim to have a Legal Committee meeting in February where our newly-elected Compliance Officer, Angela Lehman, will report as to the success and steps she has taken thus far. Finally, Ms. Petersen brought to the Board’s attention that she has received communication from community members with concerns. She encouraged the Board to be available to their community members, but to also please communicate that EMSA has a compliance hotline number listed on the website. This number goes directly to outside counsel and will then flow through our compliance process.

2. President’s Report

- a. Compliance Report**, Jim Winham, Chief Operating Officer—Mr. Winham reported the compliance and exclusion numbers for December 2016. A discussion was had concerning the Western Division numbers.
- b. Financial Report**, Kent Torrence, Vice President/Finance – Mr. Torrence reported the financial results for the first half of the year ended December 31, 2016.
- c. Patient Revenue Cycle**, Angela Lehman, Chief Revenue Officer—Ms. Lehman presented the December 2016 Patient Financial Services Report.
- d. Patient Satisfaction**, Kelli Bruer, VP Communications/PR—Ms. Bruer presented the Patient Satisfaction Report for December 2016. Prior to her report, she showed the Board a marketing video that EMSA participated in for Stryker who is our cot vendor. Discussions were had regarding cots, marketing communications, and EMSACare.

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At this time, Ms. Petersen apologized for going out of order, but meant to inform the Board that she attended the monthly Medical Control Board meeting earlier this month and there seems to be a disparate reputation between the Eastern and Western Divisions regarding professionalism. This is something she would like to key into with our patient satisfaction scores and report up through Angie for the compliance program. In addition to the patient's perspective, Ms. Petersen would like to engage with hospitals and nursing care facilities in order to make sure we don't have issues that we need to address regarding professionalism.

- e. **President's Commentary**, Steve Williamson, Chief Executive Officer – Mr. Williamson stated that over the last three months, we have seen the amount of transports coming in and his concern is that we don't backslide in the next legislative session. EMSA will be watching the bills coming through to insure that the headway we have made to get the right type of transportation to the right patient is maintained now that we have got it changed. He also reminded the Board that everyone involved in patient billing from the street level, operations, and staff are working extremely well together.

Ms. Slater inquired of Mr. Williamson if there is a way to change the requirement for everyone to have to be together for executive sessions and rather be able to meet as we do for regular meetings via videoconference as this would be much more convenient for all Board members. Mr. Williamson said he was already looking into this request.

3. **An Executive Session of the Board of Trustees, as authorized by Title 25, § 307 B.4 of the Oklahoma Statutes, for the purpose of confidential communications with its attorneys concerning the lawsuit filed by the United States of America, ex rel. Stephen Dean against EMSA and others, in the United States District Court for the Eastern District of Texas, Sherman Division, Civil Action No. 4:14-CV-203, and, with the advice of its attorneys, a determination by the Board of Trustees that disclosure to the public of the communications in such Executive Session will seriously impair the ability of the Board of Trustees to process such litigation in the public interest.**

Ms. Petersen called for a motion to hold an Executive Session for such purpose and to make such determination based on the advice of its attorneys. Upon motion made by Ms. Slater and seconded by Dr. Rodgers, the Board of Trustees voted to hold an Executive Session at 1:38 p.m.

AYE: Dr. Rodgers, Ms. Petersen, Ms. Brader, Mr. Stevens, Chief Wood, Mr. McAtee, Mr. Lakin, Ms. Slater

NAY: None

ABSENT: Mr. Hodges, Dr. Goodloe

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The Motion was passed.

4. **After a return by the Board of Trustees to the public meeting, Ms. Petersen entertained a motion to adjourn the Executive Session.** Upon motion made by Chief Wood and seconded by Dr. Rodgers, the Board of Trustees voted to exit the Executive Session at 4:05 p.m.

AYE: Ms. Brader, Ms. Petersen, Ms. Slater, Mr. McAtee, Chief Wood, Dr. Rodgers, Mr. Stevens, Mr. Lakin

NAY: None

ABSENT: Mr. Hodges, Dr. Goodloe

The Motion was passed.

Ms. Petersen then called for a vote upon any items of business that concerns the above-forementioned claim and is considered during the Executive Session.

A motion was made by Ms. Bader to appoint a chairperson and a vice chairperson to oversee the recently filed Federal litigation including to coordinate EMSA's defense with counsel and to negotiate any resolutions subject to Board approval. The motion was seconded by Mr. Stevens.

AYE: Dr. Rodgers, Ms. Brader, Ms. Petersen, Mr. Lakin, Chief Wood, Ms. Slater, Mr. Stevens

NAY: None

ABSENT: Mr. Hodges, Dr. Goodloe, Mr. McAtee

The Motion was passed.

5. **New Business**

None

6. **Trustees' Reports**

None

7. **Next Meeting** – Wednesday, February 22, 2017 at 1:00 pm via video conference – EMSA Administrative offices, 1111 Classen Drive, Oklahoma City, OK 73103 and 1417 N. Lansing Ave., Tulsa, OK 74106

8. Adjourn

The Special Meeting was adjourned at 4:07 p.m.

Julie Roberts, Assistant Secretary

Date