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GOVERNOR

STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
16 EDISON DRIVE
AUGUSTA, MAINE
04330



MICHAEL P. CANTARA
COMMISSIONER

JAY BRADSHAW
DIRECTOR

BOARD OF EMS MEETING
APRIL 7, 2004
9:30 AM
MAINE EMS CONFERENCE ROOM

MINUTES

Board Members: Carol Pillsbury (chair), Steve Leach (chair-elect), Steve Diaz (ex-officio), John Alexander, Bob Ashby, Alan Azzara, Leo Bouchard, Peter DiPientrantonio, Richard Doughty, Bill Dunwoody, Sue Dupler, Jim Farrell, Kevin Kendall, Paul Knowlton, Penelope Lovejoy, Jim McKenney, Wayne Werts

Regional Coordinators: Jim Caron, Joanne LeBrun, Rick Petrie, Bill Zito

Staff: Jay Bradshaw, Dwight Corning, Dawn Kinney, Seth Guthartz, Drexell White, Laura Yustak Smith, AAG

1. Introduction of Guests

Seth Guthartz was introduced as the new Maine EMS Preparedness Coordinator. Seth is an experienced paramedic and EMS administrator from Western Maine who has also been active in various HazMat planning and training programs.

2. Minutes of February 2, 2004

MOTION: To approve the minutes of February 4, 2004, as presented. (Kendall; second by Lovejoy). Unanimous with one abstention (Dunwoody)

3. Old Business

- a. EMS System Study. The EMSSTAR Assessment Team will be in Maine July 14-17. During this time they will conduct personal interviews in Portland, Augusta, and Bangor – as well as videoconference interviews originating from MEMS in Augusta. Jay is working with EMSSTAR Team Leader John Chew on the detailed logistics and the interview schedule.

- b. Update on MEMS Office Move. The building renovations at the Central Maine Commerce Center, 500 Civic Center Drive, are well underway. The current timeline is for MEMS to move into the new offices the latter part of June. The mailing address will be 152 State House Station, and all e-mail addresses will remain the same; however, there will be all new phone numbers that have not yet been assigned.

4. New Business

- a. Legislative/Budget Update – The Legislature is still in session and has not finalized the FY05 budget; however, it is not anticipated that MEMS will be asked to make any further cuts beyond those previously identified. However, the outlook for the next biennial budget (FY06/07) does not look optimistic.
- b. Operations Team Action Items – none at this time
- c. Investigations Committee Action Items

- i. MOTION: To ratify the minutes of the Investigations Committee minutes of 3/3/04 (Bouchard; second by McKenney). Unanimous with one abstention (Dunwoody).***

- ii. MOTION: To accept the Investigation Committee's recommendation with regard to case # 04-08 (Leach; second by Bouchard). Unanimous with one abstention (Dunwoody)***

- iii. MOTION: To accept the Investigation Committee's recommendation with regard to case # 04-09 (Bouchard; second by Kendall). Unanimous with one abstention (Dunwoody)***

- iv. MOTION: To approve the Consent Agreement with Brian Peters (Farrell; second by Dupler). Unanimous with one abstention (Dunwoody).***

- d. Waiver Requests

- i. Portland Fire Department – although this was on the agenda as a waiver request, it was subsequently determined that a waiver was not necessary and staff issued a letter of clarification to the Department.
- ii. Redington-Fairview EMS – RFEMS has requested a waiver of the notification requirement in order to modify their primary service area to include Brighton Plantation. The waiver request has the support of the regional EMS council and its medical director, as well as the Selectman in Brighton Plantation.

- MOTION: To waive § 5.C.1 (f) as it pertains to the RFEMS application to include Brighton Plantation in its primary service area, provided that the residents of Brighton Plantation are notified of this change. (Werts; second by McKenney). Unanimous with one abstention (Dunwoody).***

- e. Electronic Run Report Assessment – Representatives from LedgeLight Technologies presented the results of their assessment of the Maine EMS data system, and their recommendations for converting the current paper-based system to an electronic (web/client) system. Their report was distributed and discussed. Jay reported that he will be drafting an RFP to obtain proposals from vendors interested in contracting for this project.
- f. Other
 - i. MEMS Awards – the Awards Committee met this morning and made the following recommendations: Governor’s Awards: Sarah Hudson and Charles Little, MD; Excellence Awards: Darlene Glover, R.N., Rev. Frank Twombly; Lifetime Achievement Awards: Susan Dore, A. Dowe Eaton; EMS Merit Awards: Thomas Blyth, Juliette Brown. The Awards presentation ceremony will be on Thursday, May 20, 2004 @ 1:00 PM in the State House Hall of Flags.

5. Staff Update

- a. MEMS
 - i. RAED Grant – MEMS has submitted an application to continue the Rural AED Grant for FFY05. The Office of Rural Health Policy has indicated that the available funding will be ~\$65,000 less than FFY04. Notice of Grant Awards are anticipated in September 2004.
 - ii. Trauma-EMS Grant – MEMS has submitted a proposal to continue this \$40,000 grant for another year. This grant is what provides the financial support for the Trauma Advisory Committee and for the contract with ASMI that provides staff support for the TAC (Kevin McGinnis).
- b. MDPB
 - i. Dr. Diaz reported that he assumed the role of state EMS medical director on January 1, 2004.
 - ii. There will be no meeting in February – the next meeting will be on March 17, 2004.

6. Other

MOTION: To enter Executive Session to discuss a personnel matter (Leach; second by Bouchard). Unanimous with 1 abstention (Dunwoody).

Executive Session started at 11:35; ended at 12:00.

MOTION: To accept the staff decision that the instances of ground response by LifeFlight of Maine brought to MEMS attention does not represent a violation of EMS Rules, nor does it require additional action/attention from the Board. (Leach; second by Werts). Unanimous with 3 abstentions (Dunwoody, Kendall, and Pillsbury)

7. Meeting adjourned at 12:05PM.