

**AEMS Board of Governors**  
**Wednesday February 20, 2019**  
**Meeting Minutes**

**Board of Governors in Attendance (100%):** Janet Backers, RN; Chris Barden; Marcia Barry, RN; Barb Bovee, RN; Gail Bradley, MD; Sheila Bryant, RN; Jeff Case; Franco Castro-Marin, MD; Tom Cole; James Cunningham; Dan Didier; Bobbi Doss; John Gallagher, MD; Garth Gemar, MD; Joe Gibson; Ryan Herold; Andrew Johnston; Robert Londeree, MD; Steven Maher, MD; Kathleen Moore; Mike Naehrbass; Mark Nichols; Sandy Nygaard; Ginny Orcutt, RN; Chris Riddle; Roy Ryals; Barb Schaffer, RN; Ryan Southworth, DO; and Joseph Sucher, MD

**Guests in Attendance:** Tracy Brooks, RN; Nicola Crim; Kayla Cole; Shari Brand, MD; Dan Jarrett; Tiffany Fields; Kevin Todd; Mike Grant; Mickey Kovach, RN; Joyce Dominski, RN; Jason White; Julie Augenstein, MD; Claudia Young; Alyson Welch; Gordon Lott;

- I. Call to Order and Introduction of Guests
- II. Approval of Minutes
  - a. MOTION: Approve the minutes as presented
  - b. ACTION: Passed unanimously
- III. Executive Director's Report
  - a. Monthly activities
    - i. Conference coordination including partnership with ENA
    - ii. Brochures available
  - b. 2019 Membership campaign
    - i. Collections lagging from budget
    - ii. All members present encouraged to review membership list and contact agencies if dues have not been received.
  - c. AzDHS Contract 2018-2019: No report
- IV. Board Officers' Reports
  - a. Treasurer's Report
    - i. Financial Reports
      1. MOTION: Accept the financial reports as presented
      2. ACTION: Passed unanimously
    - ii. Conflict of Interest and Code of Ethics
      1. Anyone who has this document in their board packet needs to sign and return to Peggy
  - b. Chair's Report
    - i. Executive Committee Report:
      1. Review of pre-conference focus topics and hands-on training opportunities.
    - ii. Open Forum: No topics brought up
    - iii. Regional Report: None
  - c. Board Transitions:
    - i. Elections:
      1. Representative from a Rural EMS Provider Agency
        - a. Michael Grant, Maricopa Fire/Medical Department
      2. Emergency Medical Care Technician (EMCT), Serving their Employers in a Predominantly Non-Administrative Capacity
        - a. Michael Naehrbass, Surprise Fire-Medical Department
      3. Motion to destroy the ballots
        - a. ACTION: Passed unanimously
- V. State Report
  - a. BEMSTS Activities and Updates: None
  - b. SHARE Update:
    - i. Conference announcements
    - ii. Committee/workgroup updates
  - c. The Arizona Pre-Hospital Information and EMS Registry System (AZ-PIERS) Updates: None
  - d. Pediatric: no report

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**Continued**

- VI. Functional Group Review
    - a. Planning & Outreach
      - i. 2019 EMS Odyssey Planning Process
        - 1. Video of the board will take place following this board meeting
        - 2. Brochures are now available
        - 3. Needs:
          - a. Sponsors/exhibitors
          - b. Distribution of brochures and conference information
          - c. All members present encouraged to update their agency contact information
          - d. Registration discount code
          - e. Promotion of awards
          - f. Gift basket/card
          - g. Attendance
          - h. Nomination for a scholarship with focus on rural providers.
          - i. Share on various social media platforms
      - ii. 2019 Aces of Hearts & Heart to Heart Award Nomination Process
        - 1. Work is ongoing to obtain nominee information
    - b. Patient Management
      - i. Categorization Update
        - 1. Meetings are to be held immediately following the functional group
        - 2. Brief discussion of process expectations
        - 3. Next meeting will follow the March functional group meeting
      - ii. RED Book Update
        - 1. Brief discussion related to oversight of the process and who will volunteer to be the point person. Anyone interested should contact Peggy or Dr. Bradley.
      - iii. Additional reports: None
      - iv. AzCher: No report
    - c. Topical Focus/Lunch N Learn/Central Region Profile
      - i. All members present encouraged to submit ideas for future topics. This is also a way to identify topics/speakers for the Conference.
- VII. Program and Committee Reports
  - a. Brief discussion of Mayo conference “Stroke for EMS Providers”
  - b. There were no statutory committee meetings prior to this board meeting
- VIII. Old Business: None
- IX. New Business: None
- X. Call to the Public: None
- XI. Adjournment: 1:20pm