



Meeting Record

Present

Officers

President: Kyle Thornton (NM)
Secretary: Steve McCoy (FL)
Treasurer: Gary Brown (VA)
Member -at-Large on EC: Stephen Wilson (AL)

Regions

Great Lakes: Mel House (OH)
Great Lakes: Terrie Godde (MI)
South: Stephen Wilson (AL)
West: Wayne Denny (ID)
Western Plains: Joe House (KS)

Councils

Data Managers: Tom McGinnis (CA)
Health & Medical Preparedness: Mel House (OH)
Medical Directors: George Lindbeck (TN)
Medical Directors: Matthew Sholl (VA)
Trauma Managers: Alyssa Johnson (MT)

Members

Immediate Past President: Paul Patrick (UT)

Federal Partners

NHTSA OEMS: Gam Wijetunge

NASEMSO Staff

Rachael Alter
Beth Armstrong
Hilary Bikowski
Dia Gainor
Mary Hedges
Kevin McGinnis
Kathy Robinson

Absent

President – Elect: Andy Gienapp (WY)
Immediate Past President: Keith Wages (GA)
East Region
Pediatric Emergency Care Council

The meeting was called to order at 2:00 PM EDT.

Call to Order / Roll Call

President Kyle Thornton called the meeting to order at 2:00 p.m. Eastern time and Hilary Bikowski called roll. A quorum was present

Secretary's Report

Secretary Steve McCoy presented the December 4-5, 22-19 Board meeting minutes.

- The Executive Committee and Regional Chairs met December 5-6, 2019 in Alexandria, VA for a strategy meeting. The meeting was made possible by the Commonwealth of Virginia. We would like to thank Gary Brown for making this happen.

- The committee decided to create a work group to identify additional revenue streams for NASEMSO
- Discussed adding a new membership category “
- Reviewed the 2020 Travel Tracker and made changes to meet budget. Some travel was eliminated, and some trips were reduced to one attending the meeting.
- Discussed the timeline for Standing Committees to submit their workplans for approval by the NASEMSO Board.
- Executive Committee did agree to sign on with ASTHO and the Association of Public Communications Officials to continue the national safety channel
- Executive Committee agreed to sign onto the letter with NHSTA for legislation for kids in hot cars
- Staff draft comments for nomenclature due by the 15th
- National EMS Museum’s request for \$5,000 was not approved. Board decided to revisit this request at a later date.

ACTION: Steve asked the Board to approve the minutes from the 10/11/2019 meeting. Approval was deferred to the February 13, 2020 Board of Directors Call. The minutes were not sent to the entire Board for review prior to the 1/9/2020 call.

Treasurer’s Report

Financial Performance

Treasurer Gary Brown reported that as of 12/31/2019 NASEMSO had an operational income of \$ 438,200 versus a 12-month budget of \$ 1,121,500. Operational expenses were \$ 312,876 versus a twelve-month budget of \$ 533,476

Deficit is 83% less than the current year. SOA we are where we should be and are trending very well.

Fraud incident on the NASEMSO bank account

Beth explained that NASEMSO has been a party to fraud, sums of money have been deposited into our accounts, this is a scheme in cyberspace. Credit cards are stolen and then they test the stolen card's digits using an account. They used the NASEMSO account to test the credit card numbers. This happened over 12.24-12/26/201

Increased the security on NASEMSO’s account here at the office.

Program Committee

Gary Brown reported on behalf of the Program Committee Program. The Program Committee has not met since 10/8/2019. We have a program meeting scheduled

om 1/14/2020. The schedule at a glance for the 2020 meeting is almost complete. The committee is fine tuning the program and will have updates on sponsorship for the next call.

Gary Brown said he will have a report for the next call.

Federal Partner Updates

HRSA/EMSC

Rachael Alter reported for Theresa Morrison-Quinata that **NE dark** has launched the National EMS Assessment. It was has launched electronically. All agencies should get that assessment. The Assessment should take 15-20 minutes to complete. The same questions are

NHTSA OEMS

Gam Wijetunge reported that the National EMS Advisory Board is holding a meeting from January 14-16, 2020 in Washington DC. It will be broadcast online so individuals can attend. Some of you may be aware that the education standards 2nd draft and the first draft of the instructional guidelines have been released. Comments are due back by the end of March and will be discussed at the meeting in Dallas.

He also wanted to make the Board aware that NHSTA awarded a grant to the American College of Surgeons.

Gam also mentioned that a long-time employee of ASTHO passed away. Gary said please send our condolences to ASTHO and his family.

Executive Director's Report

Current Projects

NHTSA Fatigue in EMS

Kathy Robinson reported that NASEMSO partnered with the University of Pittsburgh School of Medicine to develop "Evidence-Based Guidelines (EBG) for Fatigue Risk Management in Emergency Medical Services." The guidelines were published in the peer reviewed journal, *Prehospital Emergency Care* in January 2018. All published manuscripts can be found on their website. The project received approval from the OMB to conduct an experimental study to measure the effectiveness of awareness and education on mitigating the effects of fatigue. Phase 3 of the project will offer a biomathematical scheduling tool for EMS based on the data collected in the experimental study.

EMS for Children Innovation & Improvement Center Update

Rachael Alter reported that new compete guidance document was released in late October. New model being developed by several hospitals. She is working with Yale on a 4-year budget for this project.

Safe Transport of Children

Mary Hedges reported that the committee is moving along. Two other small committees have been formed:

- Project Coordination Committee with staff and Jim Green. It meets biweekly.
- Funding Group which meets every two weeks with the express purpose to find funding for the project

Dia mentioned that foundations with large children's hospital intent to approach children's hospital association need to find some friends in these organizations.

- National EMS Projects of Significance
- REPLICA

Action Items

Regional Meeting Planning

Kathy Robinson led the discussion. She said that the purpose of this strategy was to reduce everyone's frustration as they plan their regional meetings in the Fall 2020. She also stated that the regional chairs will be redirected to HQ for assistance in planning these meetings. They need to utilize the expertise of the staff at HQ.

Staff can assist with hotel contracts, registration, financials to make planning these meetings more efficient. There are many elements of planning a meeting that can be done up front. Kathy said that she could not have put these documents together without Sharon Kelly's assistance.

Staff will put into place the new policies and market the availability of the experience of staff to the regional chairs. Collection of payments and invoicing will be handled by staff

Sponsorship is still being discussed. The goal is to get sponsorship for the regional meetings without hurting the NASEMSO Annual Meeting.

Regional chairs will need to identify one person to handle the meeting logistics. This will streamline the process on both ends.

The Western Regions have already reached out about their meetings in the fall. They will be utilizing the new strategy.

There is an online form created to gather information necessary for staff to begin preliminary planning. We have a draft contract with a hotel for the meeting in Montana.

Staff will also provide the necessary details to members, so they know how to register and what they need to attend the meeting.

Some of the areas that Regional Charis need to be aware of when planning a meeting, Audio Visual (AV) is the most expensive component of a meeting. Food and Beverage is another cost that needs to be carefully negotiated.

There is a sample budget for the Regional Chairs to use as they plan the meeting. All aspects of expenditures and revenue are included as line items in the budget.

Kyle thanked the team for putting these documents together, intent is to make sure that everyone has the information to do a good job.

Kathy said that this was a living document and that it would be updated to address any areas that are not included this first draft.

Joe House had some questions regarding the revenue generated by the meetings. More discussion, living document it can be updated. He said that he did not remember the “net excess issues” in the document presented to the Board in December.

Kathy said that this is one of the processes that we use for other groups. The intent was to make sure that we did not have carry over issues on the books.

Accounting issues are raised if a region has a net excess revenue. This sets up a different level of accounting. Joe House agrees with the premise but also said that specific regional sponsors need to be informed that the excess money from the meeting are going to NASEMSO.

Kathy said that when we approach sponsors, we emphasize that the income for both sponsorship and registration goes to the educational component of the meeting.

ACTION: Gary Brown moved, and Alyssa Johnson seconded, that Staff should move forward with this document. The motion passed with one opposition.

EMS World Expo 2020 Partnership Agreement

Dia explained that this partnership agreement has been a key part of Kathy’s role. The partnership provides complimentary registration for the President and several other members to attend. The terms and conditions are relatively the same as in previous year.

NASEMSO will continue to host their meetings on our calendar/website and they will do the same. However, Kathy said that there is one change, we do not have access to the complimentary room to hold meetings.

ACTION: Kyle Thornton asked for a motion to approve the agreement, Steve Wilson moved to accept the agreement, Gary Brown seconded, the motion carried with no opposition.

Other Business

Request from HNPC, they are always recruiting new members to the council.
Update your emergency contact information for the list.

There being no further business, Kyle Thornton adjourned the meeting at 3:02 EDT