

**AUSTIN – TRAVIS COUNTY EMS ADVISORY BOARD  
MEETING MINUTES**

**WEDNESDAY, February 1, 2012**



**The Austin – Travis County EMS Advisory Board convened on February 1, 2012, 15 Waller Street, in Austin, Texas at 9:30 a.m.**

**Board Members in Attendance: Susan Pascoe, Bob Taylor, Mark Clayton, Paula Barr, Carlos Brown**

**Board Members Absent: Paul Carrozza, Hector Gonzales**

**Other Attendees: Ernesto Rodriguez, Vivian Holmes, John Ralston, Keith Simpson, Jeff Hayes, Danny Hobby, Terry Browder, Ryan Smith, Jim Persons, Ron Moellenberg, Doug Fowler, Karyl Kinsey, Teresa Gardner**

**1. CALL TO ORDER –February 1, 2012**

Chair Taylor called the meeting to order at 9:34 a.m.

**2. CITIZEN COMMUNICATION: GENERAL - None**

**3. REVIEW AND APPROVAL OF MINUTES**

**Motion: The minutes for the regular meeting of November 2, 2011 were approved on Vice Chair Pascoe's motion, Board Member Brown's second on a 5-0 vote; Board Member Gonzales absent from vote.**

**4. REVIEW, DISCUSS, ADOPT BYLAWS FOR THE BOARD**

- The group discussed the bylaws. The City of Austin and Travis County representatives have included bylaws in latest Interlocal Agreement.
- Board membership concerns
  - Discussed difficulty meeting quorum requirements of having a nine member board.
  - It was discussed to look at limiting members to seven, thereby reducing quorum number. Board reviewed make-up of Board and their representation and agreed that they would want to maintain same percentage of COA/County representation.
  - Previous years of attendance will be reviewed. Staff to provide report of last three years of attendance, the time of meeting and why members were absent.

- Board Members decided to proceed with adopting the by-laws as written and to review the membership structure at the next meeting.

**Motion: Board Member Clayton moved to approve by-laws on Board Member Brown's second, 5-0 vote.**

## **5. UPDATE ON STAFFING CONFIGURATION**

Ernesto Rodriguez and Paul Hinchey presented.

- A memo about this subject was sent to Mayor and Council on January 31, 2012.
- Chief Rodriguez and Dr. Hinchey provided an overview of the staffing configuration.
- Dr. Hinchey discussed the value of hiring EMTs (EMT Basic or higher).
  - No lay-offs will occur; positions will be filled by attrition.
  - There will not be any quality issues and ATCEMS will be increasing level of care provided by paramedics that will improve quality and competency.
  - Briefly reviewed promotional process.
- Chief Rodriguez provided a copy of the ATCEMS Strategic Plan Executive Summary, Strategic Objectives and Strategic Goals and current point on timeline. ATCEMS will be getting feedback from citizens and will then make the decision noted that after all feedback is received by stakeholders, ATCEMS will then take to the City Manager to make a recommendation to move forward.

**Motion: The Advisory Board supports the concept that has been proposed. There is an overwhelming national trend towards this for purposes of improving competency and quality of care delivered and we endorse the staffing configuration as proposed, understanding that it will take some time, but it is a good direction. Board Member Clayton to draft letter to City Manager, Council, Judge and Commissioners. Board Member Clayton moved to write a letter of support stating the above seconded by Board Member Barr, motion passed 5-0.**

## **6. REVIEW OF REPORTS FOR FY12 Q1**

- Chief Rodriguez reviewed reports and board members discussed.
- Patient call back process is being developed. Looking at patient experience and feedback. Components of this will be added to Customer Satisfaction.
- Mr. Hobby introduced Ron Moellenberg, new president of CAFCA.
  - Chief Moellenberg explained that they are now using CFAI standards to look at what first response is. Looking at measures to see how fast ESDs are arriving on scene. Evaluating if in rural, metro or fringe area. Using business model to evaluate. The City of Austin and every ESD is participating.
- Dr. Hinchey presented the CARES report.
  - Discussed Take 10 program; all City of Austin and Travis County employees are trained; currently training students in schools.
- STAR Flight Report provided, no discussion required.
- First Responder Report - Karyl Kinsey presented.

## **7. RECEIVE REPORT, DISCUSS TRAVIS CO EMS GROUND STUDY CONSULANTS REPORT**

- Danny Hobby provided a copy of the report and reviewed what has happened since the report was released. The results of the study had thirty-seven recommendations. The County is looking for improvements. The study was a prehospital study and looked at three modules; Interlocal; all responders and interlocals the County has with all various stakeholders. Thirteen of the recommendations are toward having a unified fire service – a minimal level of service for the county. They also suggested ways on how to improve on the interlocal agreements.
  - System parts: Small Cities, City of Austin, ESDs.
  - He has met with City of Austin Deputy City Manager, Mike McDonald to discuss the report.
  - Included in a new org chart is a Fire Coordinator. The coordinator will work with all ESDs.
  - Next steps for ESDs:
    - They will need to do a self-assessment and review any gaps. Once done, they need to decide on one of the following options:
      - do they stay the same,
      - do they merge with another ESD, or
      - do they work under the Austin Fire Department
  - Currently looking at what the small cities can do to fill gap (property, funds, etc.). Small cities are now meeting monthly. They need continued support.

## **8. UPDATE ON EMS IMPROVEMENT COLLABORATIVE**

- Chief Rodriguez applied for a grant, but it wasn't approved. In order to move forward with this collaboration there is a need of \$86, 000. He will continue to look for funds.

## **9. OTHER BUSINESS**

- Donald Patrick resignation letter was shared. Chair Taylor has requested that the City of Austin proceed with filling his vacated position.
- Reviewed if board could move the meeting to May 23<sup>rd</sup> to accommodate the Budget presentation recommended schedule. Board members were not available during the time period given by Budget. Decided it would be best to keep the meeting scheduled for May 2<sup>nd</sup> and welcome the agenda item at that time.

## **10. NEXT MEETING: Wednesday, May 2, 2012.**

## **11. FUTURE AGENDA ITEMS: Update on Staffing Configuration; Review Acadian Ambulance Franchise Renewal; Review Proposed Budget**

## **12. ADJOURN**

Chair Taylor adjourned the meeting at 11:02 a.m., without objection.