

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

WEDNESDAY, December 3, 2014



**The Austin – Travis County EMS Advisory Board convened on December 3, 2014,
15 Waller Street, in Austin, Texas at 9:30 a.m.**

Board Members in Attendance: Mark Clayton, Paula Barr, Chris Ziebell, Vard Curtis, Richard Jung

Board Members Absent: Susan Pascoe, Hector Gonzales

Other Attendees: Terry Browder, Jeff Hayes, Jose Cabanas, Jamila Zakari, Kerri Lang, Vivian Holmes, Keith Simpson, Ernesto Rodriguez, Harry Evans

1. CALL TO ORDER –December 3, 2014

The meeting was called to order at 9:38 a.m.

2. QUORUM DETERMINATION

A quorum was met and the meeting proceeded.

3. REVIEW AND APPROVE MINUTES OF MEETING – February 5, 2014

Motion: The minutes for the regular meeting of February 5, 2014 were approved on Vice Chair Barr's motion and Board Member Ziebell's second on a 5-0 vote.

4. REVIEW AND APPROVE MINUTES OF MEETING – August 6, 2014

Motion: The minutes for the regular meeting of August 6, 2014 were approved on Board Member Ziebell's motion and Board Member Jung's second on a 5-0 vote.

5. RECEIVE CITIZEN COMMUNICATIONS/COMMENTS – None

6. ELECTION OF OFFICERS FOR 2015

Mark Clayton was nominated to continue as Chair on Board Member Ziebell's motion and Board Member Jung's second on a 5-0 vote. Paula Barr was nominated to continue in her role as Vice Chair on Board Member Ziebell's motion and Board Member Jung's second on a 5-0 vote.

7. RECEIVE UPDATES FROM SYSTEM AGENCIES REPRESENTATIVES:

a) **Medical Director's Report:** Dr. Paul Hinchey, Medical Director

Dr. Cabanas provided the update:

- Ebola update - working closely with EMS and Health Dept. There are no cases in our community and no active cases in the U.S. The CDC continues to update the information. The City of Austin Health and Human Services Department's Medical Director, Dr. Huang, has been reaching out to various groups and has met with the Medical Society regarding Ebola. Board Member Jung suggests being proactive to send positive messages so things don't get out of hand. The first step for a person with signs is to call 911. Board Member Jung will contact Dr. Huang

- to discuss his suggestions. Board Member Ziebell said that messages to the public have been that we are being diligent in controlling possible cases.
- The Operations Guidelines Update will be coming out in February.
 - New paramedic credentialing process. The Office of the Medical Director did not find a need to add ALS to ESDs.
- b) Austin EMS Department: Ernesto Rodriguez, Chief
- Chief Rodriguez reported that city, county and system-wide the data is looking good. The data is posted on the EMS web page and he explained that having the reports posted on a routine basis is part of the City of Austin's open data system.
 - Kerri Lang provided an update on the budget process and 2016 Horizon Issues – she has been working through the process the last few months and getting feedback from staff. She will share an update with the Board at the next meeting. The list of Horizon issues feeds the department budget. Corporate Budget is asking departments to trim the list to five items. All items submitted will be shared with the Board. Vice Chair Barr asked if the Board will still be able to have input at that time. The business plan process and budget process is ongoing so the Board will continue to have input.
 - A non-emergency transport service has applied for a franchise and staff will be reviewing their application. There are currently two other franchises operating in the City of Austin and they are: American Medical Response (AMR) and Acadian. The Board will have a chance to review the franchise application at the next meeting.
 - Chief Shamard shared the ATCEMS Ebola Infectious Disease Control Plan with board members. ATCEMS goes above the standards and provides employees with everything they need. Board Member Ziebell asked if an Executive Summary from EMS could be shared with public. Since it is the city's continuity plan, it cannot be shared. Board Member Ziebell suggests simple communication to share that things are covered. Vice Chair Barr asked how the plan has included the county. Travis County Emergency Manager, Danny Hobby has been involved in the process. Since ESDs and AFD share the same Medical Director everyone is on the same page and there is a great continuity plan for the city and the county. Chief Moellenberg agrees that they have been kept in the loop 100% and he communicates regularly with Dr. Hinchey. Chief Shamard said that everyone in the system has the same gear to deal with infectious control.
- c) Travis County Emergency Services: Danny Hobby, Executive Manager
- Mr. Hobby was unable to attend however he did send a summary. (Attached)
- d) Austin Fire Department: Harry Evans, Chief of Staff
- The Public Safety Commission (PSC) has been in discussions regarding over responding to calls by having both EMS and AFD respond to every call. EMS has higher call volumes and the system needs to be efficient. This topic will be discussed again at the next PSC and it would be helpful for them to have input from the Board. The Board discussed responses to every call and Dr. Cabanas talked about priority calls. Chief Evans said the right resource in the right amount of time is what needs to be the goal. The PSC doesn't do any subcommittee work. Board Member Jung suggested Chair Clayton could meet with the Vice Chair from PSC over EMS to see if there is value that this Board can share. It was noted that when Board Member Dr. Ziebell was available to answer Ebola questions for the PSC, it was helpful. Chair Clayton asked if through this process that AFD and EMS will end up where we need to be. He asked if the board could review the draft of the Public Safety Plan and then see how they can be helpful. Chief Evans is planning to have the draft soon.

ACTION: Chair Clayton has assigned a subcommittee consisting of Vice Chair Barr, Chair Clayton, Board Members Jung and Curtis to review a draft plan prior to it being shared with the PSC.

e) Emergency Services Districts: Ron Moellenberg, CAFCA President

- Chief Moellenberg said most of his items were covered in Danny Hobby's written summary.
- CAFCA is interested in making sure we put the right resources where they need to be.

8. REVIEW TIMELINE FOR 2015

Chair Clayton reviewed the Timeline for the upcoming year.

- The first meeting will be a planning meeting and will be approximately two to three hours long. We will do a full environmental analysis looking at both national and regional. We need to make sure to have enough time to review resource needs.
- Questions were asked about quorum rules for this Board:
 - What is the quorum for the nine member board since there are two unfilled spots?
 - What happens when there is a quorum at the start of the meeting however a board member has to leave for a few minutes to take a call or if to leave the meeting entirely; can the meeting continue?
 - EMS staff to check with the City Clerk's Office to get the above answers and will follow-up with the board on the quorum rules.

9. OTHER BUSINESS

- The group wished Chief Harry Evans well as he retires from the Austin Fire Department. Going forward, Chief Tom Dodds, will attend these meetings from AFD.

10. ADJOURN

The meeting was adjourned at 10:57 a.m.