

# Minutes



Meeting Title: ASA (Ambulance Service Area) Committee Meeting

Date/Time: May 12<sup>th</sup>, 2023, 9:00-10:30am

Virtual: Microsoft Teams

Facilitator: Sherry Bensema Recorder: Sara Taylor

**Appointed:**  Kyle Amsberry     Shawn Baird     Sherry Bensema     Mark Bjorklund     Brian Butler     Frank Ehrmantraut     Danny Freitag  
 Loren Hall     Scott Heesacker     Stephanie McClung     Dan Mullen     Rebecca Shivers

**Attendees:**     Mike Berger     Matt Black     Caroline Castillo     Mike Corless     Jordan Donat     Darrin George     Katrina Griffith  
 Kevin Hendricks     Kyle McMann     Matt Neuenheim     Kathleen Silva     Jim Triewiler     Robert Dalke     Alisa Zastoupil

Time	Agenda Item (Who) Information/Discussion	Notes
9:00 am	Welcome and Introductions – <b>Sherry</b> Approve Minutes	Rebecca Shivers motioned to approve; Frank Ehrmantraut made a second. Minutes from 4/14/23 approved as written
9:05am-9:15am	ASA Committee Bylaws - <b>Katrina</b>	The Board of Commissioners approved bylaws at a recent meeting and will be on consent for the May 24 <sup>th</sup> Board Session at 9:00am.  One minor change to the bylaws: If you plan to be absent for an upcoming meeting, it is requested that you send a written notification.
9:15am-9:20am	GIS Data Tracking - <b>Matt</b>	Update on internal GIS capabilities for data management.  Matt has been meeting with Adam Crateau and other IT individuals to put together a demo map. Have any questions? Call or email Matt.  Sherry is wondering how is the data getting pulled/how is data getting shared? She has concerns but understands the need.  Dan Mullen is concerned about only getting data from the dispatch centers, and not information about the actual response.  Katrina doesn't foresee it being used as a tool for discipline. Its purpose is to assist with a need/investigation. It would remain private.  Stephanie thinks it would be nice to have an opportunity to give an explanation. Not every situation fits in the same box.

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		<p>Danny Freitag is wondering what the driving force is.</p> <p>Katrina explained that this in response to some conversations she had in 2022 with a couple agencies where she had to compare data (ex. Fire and ambulance). The BOC gave direction to create something Marion County can view <b>internally</b> that can serve as objective information to reconcile the differences amongst agencies. This will serve as a small component of a bigger picture to help resolve concerns/complaints.</p> <p>It would be ideal to create a sub-committee workgroup. Matt will arrange that. Email him if you are interested in joining!</p> <p>Should we formalize the complaint process?</p> <p>Darren is wondering if disparities in response time are looked at when complaints are being investigated/deliberations are being made. Katrina stated that the ASA response times are looked at more so than the provider response time expectations.</p>
9:20am-9:30am	Franchise Agreement - <b>Katrina</b>	<p>We will be sticking with the original time to submit applications between July 6<sup>th</sup>-September 4<sup>th</sup> 2023, with a contract renewal date January 1<sup>st</sup>, 2024.</p> <p>No major changes to application, since there was little feedback given.</p>
9:30am-10:30am	Roundtable Discussion	<p>BOC approved the newly appointed Chair &amp; Vice-Chair.</p> <p>Amy Slater from Salem Hospital sent an invitation for the 18<sup>th</sup> at 11:00am for an EMS partner meeting.</p> <p>Decision to move to quarterly meetings on the 2<sup>nd</sup> Wednesday starting August 9<sup>th</sup> at 11:00am. Salem fire will host.</p>
<b>Responsible Party</b>	<b>Completion Target Date</b>	<b>Action Item</b>
Sara Taylor	Within five business days of meeting	Complete Minutes
Matt	Within five business days of meeting	<p>Send final bylaws and franchise agreement application.</p> <p>Send out info for subcommittee re: GIS Data Tracking</p>

**Next Meeting:** Wednesday, August 9th, 2023, 11:00am-12:30pm (Hybrid), Location: Microsoft Teams and Salem Fire

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