



## **METROPOLITAN EMERGENCY SERVICES BOARD EMERGENCY PREPAREDNESS SUBCOMMITTEE**

LOCATION: MESB- 2099 UNIVERSITY AVE W, ST PAUL

January 24, 9:00 a.m.

1. **Call to Order** – Subcommittee Chair, Tyler Lupkes-
2. **Roll Call**
3. **Approval of Agenda** – Lupkes
4. **Approval of Minutes of Previous Meeting** – Lupkes
5. **Action Items**
6. **Discussion Items**
  - A. EP Subcommittee Bylaws – Lupkes
  - B. EP Workgroup Reports
    - a. Metro Region Disaster Compact Workgroup- Ostman
    - b. EMS EOC Guidelines Workgroup- Lupkes
    - c. MESB EMS Equipment Workgroup- Ostman
  - C. Winter Storm Olive AAR
  - D. MESB Progress Reports – Hayes
    - a. Grants
    - b. Training
  - E. EMS Services & MRCC Updates
  - F. Special events within the Region- Lupkes/ Hayes
7. **Other Business**
  - a. Ziplt Paging (Final) – Lupkes/ Hayes-
  - b. Ambulance Strike Teams Leader for the Metro – Hayes
8. **Adjourn**

*Reminder: Next meeting scheduled for March 7, 2023, 9:00 a.m.*

Future Meeting Dates

May 2, 2023

July 11, 2023

September 5, 2023

November 7, 2023

**Metropolitan Emergency Services Board**  
**Emergency Preparedness Subcommittee**  
**Draft Meeting Minutes**  
**January 24, 2023**

**Committee Members:**

Allina - Brent Baker  
Burnsville Fire - **absent**  
CentraCare - **absent**  
Cottage Grove EMS - Jon Pritchard  
Edina - Ryan Quinn  
HealthPartners - Tyler Ostman  
Hennepin County PH - **absent**  
Hennepin EMS - Tyler Lupkes  
Lakes Region EMS - **absent**  
Lakeview EMS - **absent**  
Minneapolis Fire - **absent**  
M Health Fairview - Nick Lesch

MRCC EAST - Felica Vars  
MRCC WEST - Dan Klawitter  
North Memorial Ambulance - Scott Oberlander  
Northfield EMS - **absent**  
Ridgeview EMS - **absent**  
St. Paul Fire – Absent  
University of Minnesota - Robert Ball  
White Bear Lake - **absent**  
EMSRB Rep - Charles Soucheray  
Bus - Ron Bombeck

**Others Attending:**

Greg Hayes, *MESB*; Dan Klawitter, *HEMS*; Lance Ross, *North Memorial Ambulance*

**1. Call to Order**

**2. Approval of Agenda**

*Motion made by Robert Ball, seconded by Quinn to approve the January 24, 2023 agenda. Motion carried.*

**3. Approval of Previous Meeting Minutes**

*Motion made by Robert Ball, seconded by Nick Lesch. Motion carried.*

**4. Action Items – None**

**5. Discussion Items**

**A. EP Subcommittee Bylaws**

Tyler Lupkes said the by-laws, in particular the attendance section is still in need of clarification. Feedback has been sent to the TOC and when the by-laws are accepted and approved the EP subcommittee will abide by those by-laws. The EP should determine its attendance participation in the by-laws.

Greg Hayes said there has been the suggestion to remove the Education and the Radio Subcommittees out of the by-laws. It was also suggested that all sub-committees become work groups, but that does not fit into the parameters of the EMS TOC by-laws.

The issue at hand is predominately the lack of quorum at the EP meetings, preventing any action items from going forward.

Hayes said the MESB follows the Roberts Rules of Order. Roberts Rules of Order requires a quorum of 51% attendance. There can be an ask that the EP Committee by-laws designates its own quorum requirement.

Suggested that when EP quorum is not met that the recommendation of an action item be taken to the EMS TOC to vote on. The by-laws also allows for partners to opt out of designating a representative which is probably not the best way route to go either.

### **B. Metro Region Disaster Compact Workgroup**

Tyler Osman said the current members of this workgroup is Osman, Lupkes, Charlie and Bob.

Ostman said some of the discussions have been the participation of the sub-committee, renaming the MACC to the EOC, East-West Metro MMRC functions, partnering with the MRCC to make sure we ingrain ourselves with that group. A meeting will be scheduled in February.

Greg Hayes said the by-laws will probably be easier to change than the compact. All of the agencies need to sign off to changes in the compact.

Greg Hayes said part of the Minnesota Chief's legislative agenda is statutory language on mutual aid.

Hayes said he will ask the MESB to push this up to the lobbyists at Larkin Hoffman.

Hayes said the Healthcare Coalition is doing a 2-part evacuation drill at Dakota County.

### **C. EMS MACC Guidelines Workgroup**

Tyler Lupkes said the workgroup has defined an activation process. There are eight members including the Executive Committee. They are able to hop onto the Adobe Connect to assist setting up a MACC.

Greg Hayes said Zipit subscriber service is being used for conference calls. Teams was also used which caused IT problems. The MESB uses WebEx. If you still have on your HSIN credential, you can still log in and get full Adobe Connect. A link is sent to Zipit with a passcode. Click on the link and you can participate in a web conference.

### **D. MESB EMS Equipment Workgroup**

Tyler Lupkes said Hayes went through and got rid of a lot of expired equipment in the MESB storage area. Anyone interested in working on this workgroup is to contact Lupkes or Hayes.

Greg Hayes said the MESB is working on some legislation that will help promote the GIS mapping of every school in your district through your dispatch center.

Hayes said there have been upgrades to the MMCD conference rooms 205 and 227 have been made and can accommodate an EOC. There is an agreement in review that would allow the bus to be housed at the MHealth building. An online request for the bus is in the works.

### **E. Uvalde Medical Response Report**

Tyler Lupkes said a lot of the medical response failures were avoided in the metro. There are grants that pay for 3ECHO. What does this committee want to see going forward for these type of grants. It is concerning that some of these programs on the county level differ considerably from other programs in other metro counties.

Suggestion to reach out to LE, Fire, Medical and say this is the metro process. Regions among others are evaluating protocol.

Greg Hayes suggested that within one theses workgroups a protocol draft is crafted. 3E is also be re-evaluated.

A comment was made about about involving the outstate Fire chiefs.  
Tyler Lupkes said there is a good a good guide for medical directors.

Hayes will text Vern Geise after this meeting. She will be interested. Charlie agreed to be on the workgroup.

### **F. EMS Services & MRCC Updates**

Greg Hayes said there is a bill at the legislature that could offer soft body armer reimbursement for EMS and Fire.

### **G. MESB Progress Reports**

#### **a. Grants**

Greg Hayes said the planning for the 2023-2024 planning will begin in May. A spreadsheet has been put together based on the survey that was sent out. There were not any new big initiatives. If there are any further suggestions or training inquiries, please contact Hayes. When the EMSRB releases what the grant numbers are there will be further discussions.

#### **b. Training**

Hayes said has been a request for a Strike Leader course. It does not exist in TEAMS anymore, so there is only three instructors left who teach this course.

### **H. Special events within the Region**

*Motion made by Robert Ball, seconded by Ryan Quinn to move the July EP meeting from July 4 to July 11, 2023. Motion carried.*

**8. Adjournment**

*Motion made by Robert Ball, seconded by (in audible) to adjourn. Motion carried.*

The meeting adjourned at 11:12 a.m.