# Metropolitan Emergency Services Board

**Emergency Preparedness Subcommittee**

**Draft Meeting Minutes**

**July 10, 2024**

**Committee Members:**

Allina – Brent Baker  
Anoka County – **Absent**

Burnsville Fire – Neal Dwyer  
CentraCare - **Absent**  
Cottage Grove EMS – N. Arrigoni

Edina - **Absent**

EMSRB Rep – Charles Soucheray

HealthPartners – Tyler Ostman  
Hennepin County PH – **Absent**   
Hennepin EMS -Tyler Lupkes  
Lakes Region EMS – Ryan Quinn  
Lakeview EMS –Jon Muller

Mahtomedi Fire – Tim Albrecht

Minneapolis Fire - **Absent**  
M Health Fairview – **Absent**  
MRCC EAST – **Absent**MRCC WEST –Dan KlawitterNorth Memorial Ambulance – **Absent**

Northfield EMS – Erik Heuser

Northfield Hospital – Melissa DeGroot & Brian Edwards

Regions – **Absent**  
Ridgeview EMS - **Absent**   
St. Paul Fire –Steve Sampson  
University of Minnesota – Robert Ball  
White Bear Lake – **Absent**  
Healthcare Coalition – **Absent**

**Guest Attending: none**

**Others Attending:**

Greg Hayes, MESB; and Jacob Kallenbach, MESB.

**1. Call to Order**

The meeting was called to order at 1:05 p.m.

**2. Roll Call**

Greg Hayes performed roll call.

**3. Approval of Agenda**

*Motion made by Jon Muller, seconded by Robert Ball to approve the July 2024 EMS EP Subcommittee meeting agenda. Motion carried.*

**4. Approval of Minutes**

*Motion made by Ryan Quinn, seconded by Brent Baker to approve the May 2024 EMS EP Subcommittee meeting minutes. Motion carried.*

**5. Presentation – None**

**6. Action Items – None**

**7. Discussion Items**

**A. EMS TOC Bylaw Update**

**i. Future Appointments**

Hayes stated that the new bylaws have been passed and approve by the MESB board. Hayes reviewed a few of the changes and distributed those to the group.

**B. MESB Progress Reports**

**i. Grants**

Hayes stated that there is still some grant money left to spend so if you need supplies, please reach out to him. Grant money will also be used to replace the vitals monitoring systems.

**ii. Equipment**

Tents and equipment are available for upcoming summer activities. There have already been a few activities scheduled so please reach out to Hayes so he can add you to the calendar.

**C. 2024 Exercises**

**i. EMS EOC**

The region would like to do an exercise of the EMS EOC and is looking for opportunities to do so in the future.

**ii. Radiological Emergency Preparedness**

This exercise will take place in mid-July and will be held at Rogers High School. Please watch your email for updates on the exercise.

**iii. CHEMPACK Activation**

The CHEMPACK activation exercise is scheduled for October 16, 2024. This will be a simulated scenario involving the movement of the packs. Training CHEMPACKS have been approved and will be moving from Atlanta to the Twin Cities Metro area over the coming months. Please reach out to Hayes if you have any questions.

**D. Workgroup Updates**

**i. IRP Training**

**1. PAR Accountability**

The workgroup will be starting backup to discuss accountability in the processes surrounding the new IRP and its training.

**ii. MNTRAC**

The workgroup focusing on MNTRAC improvements has been suspended. The MRCC is currently working on this so the group will await their findings to determine next steps.

**E. EMS Services & MRCC Updates**

There are no new updates.

**F. Special Events within the Region**

The agencies present discussed their upcoming special events.

**8. Other Business – None**

**9. Adjourn**

The meeting was adjourned at 1:45 p.m.

Reminder: The September meeting has been moved to the 11th.