# Metropolitan Emergency Services Board

**Emergency Preparedness Subcommittee**

**Draft Meeting Minutes**

**May 1, 2024**

**Committee Members:**

Allina – Kevin Malecek & Brent Baker  
Anoka County – **Absent**

Burnsville Fire – Neal Dwyer  
CentraCare - **Absent**  
Cottage Grove EMS – Jon Pritchard

Edina - **Absent**

EMSRB Rep – Charles Soucheray

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

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

Northfield EMS – **Absent**

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:**

Ron Bombeck; Greg Hayes, MESB; and Jacob Kallenbach, MESB

**1. Call to Order**

Committee Chair, Tyler Lupkes, called the meeting to order at 1:03 p.m.

**2. Roll Call**

Greg Hayes performed roll call.

**3. Approval of Agenda**

*Motion made by Brent Baker, seconded by Robert Ball to approve the May 1, 2024, EMS EP agenda. Motion carried.*

**4. Approval of Minutes**

*Motion made by Ball, seconded by Nick Lesch to approve the March 13, 2024, EMS EP meeting minutes. Motion carried.*

**5. Presentation – None**

**6. Action Items – None**

**7. Discussion Items**

**A. EMS TOC Bylaw Update**

**i. Future Appointments**

Greg Hayes gave a brief update on the EMS TOC Bylaws. Although the EMS TOC did not meet, the Bylaws were passed and approved by the MESB Board. Hayes will continue to gather the necessary information regarding primary/secondary participation and delegates.

Lesch asked if there was an updated list of appointments to the TOC and Subcommittee.

Hayes responded by saying that he will reach out to gain an updated list for the primary’s/alternates. Updates will be shared in the coming months.

**B. MESB Progress Reports**

**i. Grants**

Hayes explained that there is still plenty of grant money left for 2024 and that training funds are available.

**ii. Equipment for Summer Events**

Hayes stated that there will be an RFP going out in early May to acquire some new portable monitoring equipment. This will be a multi-year purchase of 24 devices. Please reach out to Hayes if you have other training, grant, or equipment needs. If you need summer equipment, please reach out to be put on the schedule.

**C. 2024 Exercises**

**i. EMS EOC**

There will be an exercise based around reunification. EMS is not responsible for this and therefore will not take part in the exercise. CrashX courses will be in and around the airport throughout the summer.

**ii. Radiological Emergency Preparedness**

There are no new updates. When details are available, they will be forwarded to the group.

**iii. CHEMPACK Activation**

CHEMPACK training assets are currently unavailable so coordination with the CDC and other states has begun to try and find some that would be available for the training. More updates on this will come in the following months, and a tentative date for some time in October has been suggested.

**D. Workgroup Updates**

**i. IRP Training**

The group met in April and are wrapping up the training segment. Training has been finalized and tested. Four to five exercises have been created to accompany the training. Lupkes will send it out to the group and Hayes will put it on the EMS website. If you need help finding the training, or need additional copies of the IRP, please contact Hayes.

**ii. MNTRAC**

The group has delayed their start date. The Healthcare Coalition is also working through issues and areas of concern, meaning the group will wait to see some of the solutions/findings that are found.

**E. EMS Services & MRCC Updates**

The TST, or Ten Second Triage, graphic was passed out to the group. This method is favored by the Metro agencies. If you need a copy, please reach out to Lupkes.

The next EMS EP meeting was scheduled for July 3. Hayes suggested moving this back a week to avoid conflicting schedules due to the July 4 holiday.

*Motion made by John Pritchard, seconded by Baker to move the July 3 EMS EP meeting to the newly selected date of July 10. Motion carried.*

**F. Special Events within the Region**

EMRCC: Continue to establish more zip-it access for hospitals. Fall HealthPartners drill and hospital evacuation using HPDirect to track patients. They have moved to their new office in Bloomington.

EMSRB: EMS bills floating around in the legislature. Inspections will be scheduled in the coming months.

Allina: Crashx exercise at the airport in May. Two carnivals over July 4 and typical summer events.

Lakes Region: Normal summer activities.

Bus: Parked at M Health. The tent will be used at the Prior Lake music festival.

M Health: Allianz Music Festival, soccer, and normal summer activities.

U of M: Commencement, sports, and IRP training.

Lakeview: No new updates. Nick Barrett introduction to the group.

North: City festivals, races, and normal summer activities.

Burnsville: Cinco de Mayo, and Vietnamese summer festivals.

Hennepin: Sports, and normal summer festivals.

Cottage Grove: City festivals.

St Paul Fire: Normal summer events.

**8. Other Business – None**

**9. Adjourn**

*Motion made by Baker, seconded by Pritchard to adjourn the meeting. Motion carried.*

The meeting was adjourned at 2:04 p.m.