

**Metropolitan Emergency Services Board**  
**Emergency Preparedness Subcommittee**  
**Draft Meeting Minutes**  
**September 11, 2024**

**Committee Members:**

Allina – Brent Baker  
Anoka County – **Absent**  
Burnsville Fire – **Absent**  
CentraCare - **Absent**  
Cottage Grove EMS – Jon Pritchard  
Edina – **Absent**  
EMSRB Rep – Charles Soucheray  
HealthPartners – Jason Prudhom  
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 – Alisha Vars  
MRCC WEST – Dan Klawitter  
North Memorial Ambulance – Scott Oberlander  
Northfield EMS – **Absent**  
Regions – **Absent**  
Ridgeview EMS – **Absent**  
St. Paul Fire – **Absent**  
University of Minnesota – Robert Ball  
White Bear Lake – **Absent**  
Healthcare Coalition – **Absent**

**Guest Attending:** Kevin Malecek, LSCVFD, Jacob KostECKI, Lakes Region

**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**

Roll call was performed.

**3. Approval of Agenda**

*Tyler L thanked everyone for the work this year on the committee.*

*No Quorum*

**4. Approval of Minutes**

*No Quorum*

**5. Presentation – None**

**6. Action Items – None**

**7. Discussion Items**

## **A. Mission Ready Packages**

*Tyler and Brent Baker gave an update on Mission Ready Packages (MRP). Discussion on the process and hurdles from the recent AST request and local agency administrative questions. Discussion regarding personnel costs and FEMA rate schedules. More work will be done in 2025 regarding this initiative.*

## **B. MESB Progress Reports – Hayes**

- i. Grants- Hayes- *Update given on the current grant monies left and potential training.*
- ii. Training funding- *Update given on the following trainings offered.*
  1. Beyond the Street- Dakota County
  2. Dakota County FTEP Course
  3. EMS Wellness Workshop- Dates in the winter.
- iii. Equipment- *Update given with no new equipment or changes.*
- iv. MMRTAC- MIST Format (Posters and cards)- *Update given on the new cards and the initiative with the MMRTAC group. The MIST format is for communication in the hospital to an RN and or Physician. The new MRCC cards are printed and will be handed out at the next meeting.*

## **C. Exercises – Hayes/Lupkes**

- v. EMS EOC
- vi. EMS AST & IRP Training
- vii. CHEMPACK Activation AAR- *Brent Baker gave an update on the exercise. The overall goal was process to move the CHEMPAC NOT triage or treatment. Discussion on the process of moving and accepting the CHEMPACK by the requesting agency. The exercise went well.*
- viii. Lakeview Hospital Exercise- *John Muller gave an update on the exercise which was a hospital evacuation. Some challenges on identifying receiving facilities vs having enough resources to transport. E MRCC gave their perspective, which helped illustrate the challenge.*

## **D. Workgroup Updates- Lupkes**

- ix. IRP Training- *Tyler gave an update on the workgroup.*
- x. MNTRAC- *Update on the challenges and updates needed with MNTRAC. ZIPIT seems to be a better option at this point.*
- xi. ALS/BLS vehicle mapping
- xii. Mission Ready Packages- *See above.*

**E. EMS Services & MRCC Updates-** *Services gave updates. EMSRB gave the update on the new Director of the Office of EMS which is Dylan.*

**F. Special events within the Region-** *Lupkes/ Hayes*

## **8. Other Business – None**

## **9. Adjourn**

*Motion made by Ball, seconded by Baler to adjourn the November 2024 EMS EP meeting. Motion carried.*

The November 2024 EMS EP meeting was adjourned at 2:56 p.m.