

Cheyenne / Laramie County Emergency Medical Services Joint Powers Board

3962 Archer Parkway
Cheyenne, WY 82009



Minutes for Tuesday April 13, 2021

Board Members:

Chairman: Division Chief Byron Mathews, Cheyenne Fire Rescue
Vice-Chair: Jeanine West, CLC Emergency Management Agency
Secretary/Treasurer: Carrie Deselms, Albin EMS
Tracy Garcia, Cheyenne Regional Medical Center

Meeting Attendees:

Jon Narva, Narva & Associates
Kassandra Moloney, American Medical Response
Cody Schilling, American Medical Response
Larry Jones, American Medical Response
Chris Williams, American Medical Response
Derrick Hendran, American Medical Response
Jillian McLaughlin, American Medical Response
Dr. Amy Tortorich, Medical Director
Dr. Doug Schmitz, Medical Director
Meghan Malecki, AirLife
Jennifer Kerr, LifeLine

Amber Young, LCCCC
Maj. Robert Wetzler, FE Warren AFB
Andrew Dykeshorn, Cheyenne Fire Rescue
Brice Jacobsen, Cheyenne Fire Rescue
Manny Muzquiz, LCFD #2
Andrew Brewerton, LC IT
Kate Hoffman, LC IT
Linda Heath, Laramie County Commissioners
Beth Wood, CLC Emergency Management
Matt Butler, CLC Emergency Management

The Cheyenne/Laramie County EMS Joint Powers Board meeting was held virtually via Zoom as well as in person and began at 1:30pm. Byron Mathews began the meeting by welcoming everyone.

1. EMS Contract Approval

Jeanine West reported that on March 23rd the Board met and tentatively awarded the new EMS contract to AMR. As part of this process, a resolution was read during this official meeting and was ready by Jeanine West. Jeanine West moved to approve the resolution. Carrie Deselms seconded the motion. All board members voted in favor.

2. Previous Meeting Minutes

Minutes were sent out prior to the meeting for the Boards' review. Byron asked if there were any requests for changes or corrections to the minutes. Jeanine West made a motion to accept the minutes as written. Tracy Garcia seconded the motion. All board members voted in favor.

3. Finances

Carrie Deselms reported that there was nothing out of the ordinary.

- a. Health Care Visions: Beth reported that the final invoice for the contract services by Steve Athey had been received in the amount of \$12,375. She will review total costs and compare with the different contributions that were provided to cover the RFP contract services to determine if there are amounts to be reimbursed back to the different entities. Jeanine West made a motion to accept the financial report and approve payment for these services. Tracy Garcia seconded the motion. All board members voted in favor.

4. Monthly Reports

- a. Narva & Associates: Jon Narva reported that AMR was fully compliant in all areas for the month. He reviewed the number of calls for service, the exemptions requested, and the compliance in the various zones. He made note that there was 114 exemption requests, 81 occurred for the weather exemption period during the major snow storm. During this same period there were 245 calls for service which was an abnormal load for service. Under recommendations, Jon briefly mentioned the EMS map layer and that he recommended the Board move forward with the changes. Further discussion is scheduled later on the agenda for this meeting. For observations, Jon reported that there were 9 total delays reported and that the details of these calls are provided in the log.

- b. AMR: Cody Schilling reiterated that they were fully for the month. He reviewed the calls for service, the core schedule including surging where needed, and their staffing status. Cody then proceeded to their maintenance status and that there was 1 clinical investigation completed with none pending. He added that they conducted several training classes, provided mutual aid twice, continue with their mobile health, and participated in several events.

5. Medical Directors

Dr. Tortorich informed the group that there could be a Variance Report being submitted, but it is unknown until the details can be reviewed. She also wanted to comment that she was proud to see everyone work as a team during the big snowstorm last month. Dr. Tortorich recommended that we put together a thank you BBQ this summer for everyone. Dr. Schmitz agreed that there were a couple calls that they had questions on and will probably have a response next week to determine if additional action is needed.

6. CRMC

Tracy Garcia wished to thank all of their partners for their assistance last month during the snow storm with getting staff to and from the hospital as well as helping with transports. She added they are also working on the master facility plan which should begin the first part of July.

7. AirLife

Meghan Malecki reported that their has been sent in to have the engine upgraded.

8. LifeLine

Jenn Kerr reported that they currently have a full-time paramedic position open and is posted on the UHealth website. She stated that they are working with AMR on dispatching coordination along with CRMC for stroke transports. Jenn added that the LZ kits are in and will be ready to distribute to the fire districts.

9. LCCCC

Amber Young also wanted to thank everyone for their help during the storm. She also announced that it was Telecommunicators Week. Byron Mathews asked Amber to let her staff know how much everyone appreciates the hard work that they do.

10. Eastern Laramie County

Carrie had nothing to report from Burns or Pine Bluffs EMS. Carrie reported that Albin has transitioned to a Fire Rescue as of the first of April. The Town of Albin has decided to wait until the end of the calendar year to make a decision on the ambulance.

11. FE Warren AFB

Maj. Wetzler announced that the week of June 21st through the 26th Operation Ready Eagle exercise is still scheduled.

12. VA

Nothing to report.

13. Cheyenne Fire Rescue

Andrew Dykeshorn had nothing to report. Brice Jacobsen reported that LUCAS devices were provided on the trucks around the 1st of April. They are working with Larry Jones on fixing issues with the software. EMS hours were down for the month since they have been focusing on assisting with immunization/vaccination clinics.

14. Protocol Committee

Brice reported that they will be adding Ativan to the inventory and would allow more flexibility. The other change involved the LUCAS device and having a procedure in place prior to them being implemented. All was voted on earlier this morning and approved.

15. County Fire Districts

Manny Muzquiz and Matt Butler had nothing to report.

16. County IT

Nothing to report.

17. Funding Requests

No requests had been received.

18. Old Business

a. Mutual Aid: Nothing to report.

- b. EMS Response Layer: Jeanine reported that they had a meeting to discuss the layer and issues that have been experienced so far. It was determined that it would be ok to combine rural and suburban to make one zone and finalize with the new contract. We would work on the layer throughout the rest of the year in the meantime. Jon added that due to the issues that were discovered, Jon and Jeff Kling looked at the data retrospectively and applied it to the map to determine where the calls would be categorized. It was determined that AMR was very close to meeting their current performance. Jon stated that the data tested appeared to be very accurate. He added that if the Board moves forward, to expect some exemption requests as they work on the density data and where the zones should be adjusted so that they remain in compliance with the current contract. IT is also working on how to incorporate the map into the CAD system. Jon recommended that they begin live testing on May 1st so that there is a full month's worth of data reviewed. The group briefly discussed the concerns of AMR and how the data would be reported. Jeanine West made a motion to approve the combination of the suburban and rural zones and work towards a solution to what the new response times would be and evaluate over the rest of 2021 to determine a solid number for the contract beginning in 2022. Carrie Deselms seconded the motion. Jeanine added that there will be exemptions expected and we will take these changes into consideration. Byron suggested that the decision on the date to implement the new layer be left to Jon and IT but that there would still need to be communication with Board as this process develops. Andrew stated that there were some adjustments that Chuck Trimble had asked for on the layer in the test environment which he has already made.

19. New Business

- a. Variance Report: Jon brought up the mention earlier in the meeting about a possible Variance Report being submitted. He added that right before the meeting he did receive a report and from first glance it appeared that it involved working more closely together when requesting additional resources at the scene. Byron suggested that the group discuss this issue in more detail once all of the facts have been researched. Jeanine requested that the form still be sent to the Board in the meantime. It was determined that the parties involved would meet and discuss the issue mentioned in the report and provide this information to the Board.

The meeting was adjourned at 2:10pm.