

MEETING NOTICE
SIOUX FALLS REGIONAL EMS AUTHORITY
JANUARY 22, 2025, NOON
HEALTH DEPARTMENT CLASSROOM 1
521 N MAIN AVE

Agenda

1. Roll call
2. Approval of minutes of the December 4, 2024, meeting
3. Approval of agenda
4. Annual meeting
 - a. Election of officers: Chair, Vice Chair, BOH Liaison
 - b. Review bylaws/administrative rules
5. Unfinished business
6. New business
 - a. Grant application for EMD Protocol 41
 - b. Grant application for EMT Scholarship
 - c. Other new business
7. County report
8. Board of Health liaison report
9. LINK update
10. Scholarship report
11. Provider Reports
 - a. Metro Communications
 - b. Sioux Falls Police Department
 - c. Sioux Falls Fire Rescue
 - d. PC EMS
12. Contract compliance report
13. Secretary's report
14. Medical Director's report
15. Public input
16. Potential executive session to consult with legal counsel pursuant to SDCL 1-25-2(3)
17. Adjournment

Join from the meeting link

<https://siouxfalls.webex.com/siouxfalls/j.php?MTID=md7f95d5d14b9d0695adbe129f1a6f6ac>

Join by meeting number

Meeting number (access code): 2490 520 4418

Meeting password: ksQmgeXF533

Join by phone

+1-408-418-9388 United States Toll

Global call-in numbers

Items added after the agenda deadline: REMSA may include such other business as may come before this body.

MEETING ASSISTANCE: UPON REQUEST, ACCOMMODATIONS FOR MEETINGS WILL BE PROVIDED FOR PERSONS WITH DISABILITIES. PLEASE CONTACT THE HEALTH DEPARTMENT, 521 N MAIN AVE STE 101 OR (605) 367-8760, 48 HOURS IN ADVANCE OF THE MEETING.

**SIoux FALLS REMSA MINUTES
DECEMBER 4, 2024
HEALTH DEPARTMENT CLASSROOM 2**

The meeting was called to order at 12:00 P.M. by Chair McQuisten

Roll Call

Erpenbach: absent, Mundahl: present, Pankonin: present, Sumption: present, McQuisten: present

Others present: Josh Brumwell, Jeff Kaufman, Jason Gearman, David Pfeifle, Jeff Luther, Mark Bukovich, Mike Gramlick, Ashley Wolfgang, Matt McAreavey, Tim Schleis, Jeff Garden, Tara Walton, Amy Richardson, Joe Kippley, Nayeema Ahmed, Julie Charbonneau, Justin Faber

Approval of minutes

- 24-30 Motion by Sumption, seconded by Pankonin, to approve the minutes of the September 25, 2024, meeting. All in favor, motion carried.

Approval of agenda

- 24-31 Motion by Mundahl, seconded by Sumption, to approve the agenda. All in favor, motion carried.

Unfinished business- none

New business

The Medical Board approved a grant for Scott for \$9000 for STI Paramedic program expenses.

- 24-32 Motion by McQuisten seconded by Pankonin, to recommend Health fund the grant for a scholarship for Scott for \$9000 from system improvement funds. All in favor, motion carried.

The Medical Board approved grants for UE Scopes for \$4,494.

- 24-33 Motion by McQuisten seconded by Sumption, to recommend Health fund the grant for UE Scopes for 4,494. All in favor, motion carried.

Reports

County report – working with Dakota Embalming for decedent transport. Contract details are being ironed out.

Link – Julie Haddock, RN, Link Manager, provided a report on triages and recent developments including the addition of SEBH providing services within the LINK.

Scholarships – Scholarship recipients continue in their education. The program has been very successful in adding Paramedics to the EMS system. One new School of EMS scholarship was approved, for EMT Scott to enter the Paramedic program.

Provider Reports

Metro – answering at better than the national standard. Metro was reaccredited in October. The non-emergency call takers will be starting at the end of this month.

SFPD – training is consistent. Service calls are consistent, and things are going well with Dakota Embalming.

SFFR – CPR training went well at the Public Safety Campus (PSC) with all the new technology for the CPR dummies. Call volume is up from 2023. Hiring starting and a new class is coming up in January. Last night - Station 2 and PCEMS cleared an airway obstruction with a laryngoscope and Magill forceps on a unconscious choking victim. At time of hospital arrival, the patient was alert and thanking the crew.

**SIOUX FALLS REMSA MINUTES
DECEMBER 4, 2024
HEALTH DEPARTMENT CLASSROOM 2**

PatientCare EMS – Josh Brumwell presented the September, October and November monthly report covering technology status, hospital interactions, government involvement, hiring/training, head count, ePCR completion, accreditation and community events.

Contract Compliance Report

Josh Brumwell reported September, October and November response times. Julie Charbonneau confirmed the report. Response times were within requirements in each month.

Executive Secretary

Julie discussed the new national airway QI project that started a bit rocky. Working to determine the first set of PDSAs with good quality measures. The EMS system consultant will be onsite later this month to observe operations. That analysis should be done in early 2025.

The Board will not meet the 4th Wednesday of December due to the holiday so the next meeting will be January 22nd.

Medical Director

Dr. Luther commented how the CPR analysis is great. The SBMOE is adding Lifescan fingerprinting device to facilitate licensure. There have been discussions about training materials for a Community Paramedicine program.

Public input

No public comment.

Adjournment

Chair McQuisten adjourned the meeting at 12:43 P.M.

Submitted by

Approved by

Julie Charbonneau
Executive Director/Executive Secretary

Matt McQuisten
Chair

**Procedural Rules of the
Regional Emergency Medical Services Authority
Of the City of Sioux Falls, South Dakota**

Article I—The Authority

Section 1. *Name of Authority.* The name of the authority shall be the Regional Emergency Medical Services Authority of the City of Sioux Falls, South Dakota, hereinafter referred to as the "Authority."

Section 2. *Seal of Authority.* The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority.

Section 3. *Office of Authority.* The offices of the Authority shall be at the City of Sioux Falls Health Department in the City of Sioux Falls, County of Minnehaha, State of South Dakota, but the Authority may hold its meetings at such other places as it may designate.

Section 4. *Commissioners of Authority.* The powers of the Authority shall be vested in the commissioners thereof, of which there are five (5) in number who are duly appointed by law.

Article II—Officers

Section 1. *Officers.* The officers of the Authority shall be a chair and a vice chair as elected annually by the commissioners of the Authority.

Section 2. *Chair.* The chair shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the chair and secretary shall sign all contracts, deeds, and other instruments made by the Authority. At each meeting, the chair shall submit such recommendations and information as the chair may consider proper concerning the business, affairs, and policies of the Authority.

Section 3. *Vice Chair.* The vice chair shall perform the duties of the chair in the absence or incapacity of the chair; and in case of the resignation or death of the chair, the vice chair shall perform such duties as are imposed on the chair until the Authority selects a new chair.

Section 4. *Secretary.* The secretary shall be the executive director of the Authority and as such shall have general supervision over the administration of its business and affairs, subject to the direction of the Authority. The secretary shall be charged with the management of the activities of the Authority. No commissioner of the Authority shall be eligible for this office except as a temporary appointee.

The secretary shall keep the records of the Authority, shall act as secretary of the meetings of the Authority, record all votes, and shall keep the minutes of the proceedings of the Authority

to be kept for such purpose as provided by law, and shall perform all duties incident to this office. The secretary shall keep in safe custody the seal of the Authority and shall have the power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

Section 5. *Additional Duties.* The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority or rules and regulations of the Authority.

Section 6. *Election or Appointment.* The chair and the vice chair shall be elected annually, as scheduled by the commissioners, from among the commissioners of the Authority, and shall hold office until their successors are elected and qualified.

Section 7. *Vacancies.* Should the offices of chair or vice chair become vacant, the Authority shall select a successor from among its remaining commissioners at the next regular meeting for the unexpired term of said office.

Section 8. *Compensation of Commissioners.* The commissioners of the Authority shall not receive compensation for their services, but are entitled to the necessary expense, including traveling expenses, incurred in the discharge of their duties.

Article III—Meetings

Section 1. *Regular Meeting.* Regular meetings of the Authority shall be scheduled monthly on such regular meeting dates as may be established from time to time by the Authority. Any official meeting of the Authority may be conducted by teleconference as authorized by law.

Section 2. *Special Meetings.* The chair or any two commissioners of the Authority may call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting may be electronically delivered to each commissioner or may be mailed to the business or home address of each commissioner. Such special meeting shall be conducted as provided by law. In the event the chair and vice chair are both unable to preside at a regular or special meeting for any reason, then the remaining commissioners who constitute a quorum of the Authority may select a chair pro tem to preside over such meeting.

Section 3. *Quorum.* The powers of the Authority shall be vested in the commissioners thereof. A majority of the commissioners shall constitute a quorum for the purpose of conducting business of the Authority and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Authority upon a vote of a majority of the commissioners present.

Section 4. *Order of Business.* At the regular meetings of the Authority, the following shall be the normal order of business:

1. Roll call
2. Approval of the minutes of the previous meeting
3. Unfinished business
4. New business
5. Reports of committees
6. Reports from EMS Agencies
7. Contract Compliance Report
8. Report of the secretary
9. Report of the Medical Director
10. Public input (may be limited as time allows at the discretion of the Chair)
11. Adjournment

Public input will be allowed as provided by state law only after all other business has been concluded. Individuals wishing to address the Authority will state their name and should avoid providing any patient identifying information for any particular service call. Individuals who reside in the City of Sioux Falls who have not recently (within the past three months) provided public input will be given preference as time allows. The chair may limit public input per individual and may limit the total time by topic.

All resolutions shall be in writing and shall be copied in the minutes of the proceedings of the Authority.

Section 5. *Manner of Voting.* The voting on all questions coming before the Authority shall be by a voice vote. If any commissioner votes in the negative, then the ayes and nays shall be determined by a roll call vote and be entered upon the minutes of the meeting.

Section 6. *Rules of Order.* "Robert's Rules of Order, Newly Revised," as revised, shall govern the Authority in its deliberations in cases not otherwise provided for by statute, ordinance, resolution, rule, or regulation.

Section 7. *Open Meetings.* All regular and special meetings of the Authority will be open to the public; however, the Authority may elect, from time to time, to hold executive sessions to the extent authorized by law.

Section 8. *Notice of Meetings.* Written notification of meetings shall be given and include time and date, location, and agenda of business. Written notification shall be posted at the offices of the Authority.

Article IV—Attendance


Section 1. *Meeting Attendance.* Meeting attendance records will be kept by the secretary. It is expected that the commissioners attend scheduled meetings whenever possible. In any calendar year each commissioner must attend at least 50% of the regular meetings of the Authority. A commissioner who does not meet that attendance requirement may be subject to removal as provided by law.

Article V—Amendments

Section 1. *Amendments to Rules.* The rules of the Authority shall be amended only with the approval of at least three of the commissioners at a regular or special meeting after notice of the proposed change has been given to each commissioner at least one calendar week before the meeting.

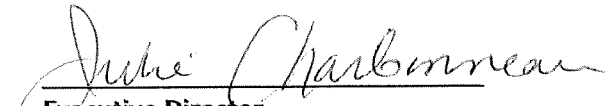
We hereby certify that the foregoing are the rules of procedure of the Regional Emergency Medical Services Authority of the City of Sioux Falls, South Dakota, as duly adopted at a meeting of said Authority.

Dated this 25th day of January, 2023



Chair

(SEAL)



Executive Director

2024 Sioux Falls EMS System Enhancement Grants

Metro Communications, 4300 E 60th St N, Sioux Falls, SD 57104

Name of key contact person for the project: Tim Schleis

Name of the Applicant Entity Department Leader authorizing the grant application: Aimee Chase

Name and brief description of the project: EMD Protocol 41: Caller in Crisis

Describe the need for the project giving clear description of the problem(s) that need to be solved: Protocol handles 1st party suicidal callers, giving us the opportunity to better allocate resources.

Describe how this project acts to make the entire emergency medical services better in the City of Sioux Falls. Be specific on how this project can act to build the quality of the entire system of services: Protocol 41 provides significant benefits by giving emergency dispatchers specialized tools and training to effectively handle calls from individuals experiencing a mental health crisis, particularly those expressing suicidal ideation, allowing them to de-escalate situations, provide appropriate support, and potentially prevent harm to the caller by utilizing specific calming techniques and intervention strategies.

Describe the proposed benefits of this project. Be sure to write clear measurable objectives describing the benefits anticipated from this project being implemented well: Key benefits include: Improved Caller Management, Suicide Risk Assessment, De-escalation Strategies, Enhanced Dispatcher Resilience, Optimized Resource Allocation, First-Person Focus.

Describe the methods you will use to carry out the project including the step-by-step timeline and sequence of action steps. Be sure to include who will be doing each of the action steps: 4 hours of training per employee during quarter 1 of 2025. This would be for 55 employees. Response levels would need to be determined by DRC/DSC and approved by Medical Board and REMSA during quarter 1 of 2025. Full implementation of Protocol 41 beginning of quarter 2, 2025.

Describe how you will evaluate the project: Once implemented, project will be evaluated through targeted call reviews and feedback, along with continuing education.

Identify the total budget for the project. Be sure to include all costs you expect to incur to carry out the project. (This will include grant funds and other funds contributed to the project.): Total cost is \$5,445.00

Describe the amount of grant funds you are requesting: \$5,445.00

Describe how the funds allocated to the project will be used. Be sure to identify grant total project costs in each category, the amount of grant funds allocated to each category, and the source of any "other" funds identified to carry out the project. (Include individual categories of funding for staff, consultants, equipment, supplies, and other costs): The only cost for the project is for training for Metro staff.

Provide any other information you believe would be helpful to grant reviewers:

Unlike previous protocols, Protocol 41 specifically addresses calls from individuals directly experiencing a crisis, allowing for a more personalized approach. By accurately identifying the severity of a mental health crisis, dispatchers can send the most appropriate level of response, including mental health professionals if needed (988, co-responders, community health, etc.). This protocol also offers specific de-escalation tactics tailored to different emotional states, helping to reduce tension and agitation during the call.

Q1 Name of the Applicant Entity []

Q2 Address of the Applicant Entity

Q3 Name of key contact person for the project []

Q4 Name of the Applicant Entity Department Leader authorizing the grant application. Patient Care EMS

Q5 Name and brief description of the project EMT Course

Q6 Describe the need for the project giving clear description of the problem(s) that need to be solved.
attending STI College for an EMT course

Q7 Describe how this project acts to make the entire emergency medical services better in the City of Sioux Falls. Be specific on how this project can act to build the quality of the entire system of services. Attending my EMT course I can continue my education closer to becoming a Paramedic for the City of Sioux Falls. I will move up with my career working with Patient Care EMS as I continue to learn and do more with an EMT license.

Q8 Describe the proposed benefits of this project. Be sure to write clear measurable objectives describing the benefits anticipated from this project being implemented well. The purpose is to uphold an EMT License and continue to grow in my field closer to becoming a Paramedic.

Q9 Describe the methods you will use to carry out the project including the step-by-step timeline and sequence of action steps. Be sure to include who will be doing each of the action steps. I will attend STI College beginning January 10 - May 2025. I will attend classes and Labs each week until I have completed all work to prep for the EMT Exam

Q10 Describe how you will evaluate the project. I will attend my classes and labs, I will continue to work at Patient Care EMS where I have a full team ready to help with any questions I may have while I study to prepare for the final EMT exam in May.

Q11 Identify the total budget for the project. Be sure to include all costs you expect to incur to carry out the project. (This will include grant funds and other funds contributed to the project.) \$1500 Scholarship

Q12 Describe the amount of grant funds you are requesting. \$1500 Scholarship

Q13 Describe how the funds allocated to the project will be used. Be sure to identify grant total project costs in each category, the amount of grant funds allocated to each category, and the source of any "other" funds identified to carry out the project. (Include individual categories of funding for staff, consultants, equipment, supplies, and other costs)

Respondent skipped this question

Q14 If this application is for a scholarship, do you agree to work full-time in the REMSA system for 2 years after completion of your program? Yes