

APPROVED
07.20.23



GEORGIA TRAUMA COMMISSION

Georgia Trauma Commission Called EMS Committee

Meeting Minutes

May 19, 2023

Hybrid Meeting

Morgan County Public Safety Complex/Zoom

Recording: <https://youtu.be/3Nnd6BTgkYQ>

Attachments: trauma.ga.gov

COMMITTEE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT
Courtney Terwilliger, Chair, GTC Member	
Lee Oliver, Vice-Chair, Region Five (via Zoom)	
Scott Stephens, Region One (via Zoom)	
Jeff Adams, Region Two (via Zoom)	
Pete Quinones, Region Three (via Zoom)	
Scott Roberts, Region Four	
John Smith, Region Six (via Zoom)	
Duane Montgomery, Region Seven (via Zoom)	
Allen Owens, Region Eight (via Zoom)	
Brian Hendrix, Region Nine	
Huey Atkins, Region Ten	
Vic Drawdy, GTC Member (via Zoom)	
Jim Adkins, GTC Member (via Zoom)	

OTHERS PRESENT	REPRESENTING
Elizabeth V. Atkins	Georgia Trauma Commission, Executive Director
Katie Hamilton	Georgia Trauma Commission, Staff
Gabriela Saye	Georgia Trauma Commission, Staff
Gina Solomon	Georgia Trauma Commission, Staff
Kelly Joiner	OEMS/T
Gary Pinard	OEMS/T
Daniel Warren	OEMS/T
Tim Boone	AVLS
Kim Littleton	GEMSA
Crystal Shelnett	RTAC, Region 10 Coordinator

CALLED AGENDA ITEMS

CALL TO ORDER

Courtney Terwilliger called the meeting to order at 1:00 PM on Friday, May 19, 2023, with thirteen committee members present.

The purpose of the called meeting is to vote on the FY2023 additional reallocation funds and the FY2024 budget. Courtney advised that the FY2024 budget is not set in stone due to delays in the Budget Committee FY2024 approvals.

FY 2023 FINAL REALLOCATION

Presented By Courtney Terwilliger

Courtney advised that the EMS committee was allotted additional reallocation funds for FY2023, \$58,298.27 that would need to be allocated.

The committee discussed earmarking \$30,000 for the Prehospital EMS project with Dr. Bulger. Dr. Bulger is an EMS physician in Washington state who has contributed to EMS guidelines and conducted substantial EMS research. The \$30,000 is a placeholder, and we do not have a formal proposal yet. We should consider having Dr. Bulger provide some lectures as part of the proposal.

Liz Atkins advised that she would send out more information to the committee. The link for additional information is provided below:

https://uwsurgery.org/researchintroduction/research-investigators/research_investigators_eileen-m-bulger/

Due to Dr. Bulger not being a state vendor yet, and the inability to encumber funds by the FY2023 deadline, the committee moved the \$30,000 placeholder into the FY2024 budget instead of using the FY2023 additional reallocation funds.

After some discussion throughout the meeting, it was decided to use the FY2023 reallocation funds to buy down AVLS equipment noted in the FY2024 AVLS proposal.

MOTION GTCNC EMS COMMITTEE 2023-05-01:

Motion to allocate the FY2023 additional reallocation funds, \$58,298.77, to pre-pay AVLS FY2024 equipment.

MOTION BY: Duane Montgomery

SECOND BY: Jeff Adams

VOTING: All members are in favor of the motion.

ACTION: The motion ***PASSED*** with no objections nor abstentions

FY2024 EMS BUDGET AND PROPOSALS

The committee reviewed the AVLS and GEMSA FY2024 proposals. Below are some discussion points and adjustments.

1. FY2024 AVLS PROPOSAL (ATTACHMENT A)

- Before the FY2024 AVLS budget discussions, it was clarified that during the April 20, 2023 meeting, the committee approved to use the first round of FY2023 reallocation funds, \$316,669.50, to buy down maintenance and equipment for FY2024. Those funds have been deducted from the AVLS proposal.
- The new and replacement equipment units were reduced from 150 to 125.
- The committee explored reducing costs by negotiating with vendors to match the T-mobile airtime price and considering a preferred vendor. Dr. Boone advised that the prices are within the Georgia Technology Authority contract. Courtney Terwilliger stated that he will talk offline with Dr. Boone regarding the matter.

After discussions, the committee agreed on the FY2024 AVLS budget (**ATTACHMENT B**): \$1,088,300. \$374,968.27 of the FY2024 budget was bought down with FY2023 reallocation dollars. \$713,331.73 remains to be encumbered.

2. METRO ATLANTA CONFERENCE

Lee Oliver asked the committee to consider funding the Metro Atlanta conference (not affiliated with the ambulance service). The conference content could be recorded and uploaded to the TRAIN platform. No firm price was given, but Lee advised that it should not exceed \$10,000.00.

[MOTION GTCNC EMS COMMITTEE 2023-05-02:](#)

[Motion to add Metro Atlanta Conference, \\$10,000.00 placeholder, to the FY2024 budget.](#)

MOTION BY: Lee Oliver

SECOND BY: Vic Drawdy

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions

3. FY2024 GEMSA PROPOSAL (ATTACHMENT C)

The committee reviewed ways to cut costs in their EMS education program to come out even within the full FY2024 budget. There was a suggestion to solicit bids for items like public service announcements.

The following adjustments were made:

- Removed: On-Line Training for People EMS CEUs Unlimited Courses over 12 months for 3,000 users Option B.
- Removed: Georgia SOEMS Instructors 1 Day Consortium on Development and Preparedness.
- Reduced: Farm Medic courses were reduced from 10 to 8 courses.
- Reduced: Axiom of Leadership courses were reduced from 3 to 2 courses.
- Reduced: TECC courses were reduced from 12 to 10 courses.

The committee considered making additional deductions to other courses but ultimately pulled the difference from the equipment grant budget to ensure that education remained a priority.

Committee members also discussed the amount GEMSA has invoiced for and the time left to spend the remaining funds. GEMSA has invoiced \$941,423, and \$758,575 remains to be spent for the last FY2023 quarter (April through June). GEMSA had set up a course cutoff date of early June to invoice

by the Georgia Trauma Commission contract deadline. Liz Atkins advised that the current FY funds should be spent before the following fiscal funds. We want to avoid carrying over money into the next fiscal year, and everyone has a deadline for spending. GEMSA to work with Liz Atkins regarding the invoicing deadline for FY2023 funds.

In conclusion, the committee agreed on the FY2024 GEMSA budget (**ATTACHMENT D**): \$1,850,113.76.

After the proposals were reviewed, it was determined that the remaining funds would be dedicated to EMS equipment grants: \$1,123,932.44, reducing the amount per ambulance by \$27.

Liz Atkins reminded the committee that there is no amended budget as we had in previous years. We receive the full-year amount up front. The only amended funds we can expect is a small portion of fireworks revenue that is also split with trauma centers.

The committee reviewed the full FY2024 budget with proposal adjustments notated (**ATTACHMENT E**).

MOTION GTCNC EMS COMMITTEE 2023-05-03:
Motion to approve the FY2024 EMS Budget

MOTION BY: Lee Oliver

SECOND BY: Vic Drawdy

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions

Before adjournment, the meeting location for July was determined to remain at the Morgan County Public Safety Complex.

SUMMARY OF ACTION ITEMS & ADJOURNMENT

- The committee approved: allocating the FY2023 additional reallocation funds, \$58,298.77, to pre-pay AVLS FY2024 equipment.
- The committee approved: adding Metro Atlanta Conference, a \$10,000.00 placeholder, to the FY2024 budget. Courtney Terwilliger requested a summary slide with how many courses have been awarded for future GEMSA reports.
- The committee agreed on the FY2024 AVLS budget (ATTACHMENT B): \$1,088,300. \$374,968.27 of the FY2024 budget was bought down with FY2023 reallocation dollars. \$713,331.73 remains to be encumbered
- The committee agreed on the FY2024 GEMSA budget (ATTACHMENT D): \$1,850,113.76.
- The committee approved: the FY2024 EMS Budget (ATTACHMENT E)

MOTION GTCNC EMS COMMITTEE 2023-05-04:
Motion to adjourn.

MOTION BY: Vic Drawdy

SECOND BY: Jeff Adams

VOTING: All members are in favor of the motion.

ACTION: The motion **PASSED** with no objections nor abstentions

The meeting adjourned at 2:42 PM

Minutes by G. Saye