



AGENDA
Ambulance Administrative Oversight Committee
Tuesday, January 16, 2018 at 2:00 p.m.
Roswell Fire Department Conference Room
200 S. Richardson Ave., Roswell, NM 88203

Call to Order

Approve Agenda

Approve Minutes - Request approval of the minutes from the October 17, 2017 meeting.

Regular Items

1. Election of Chair

Other Business / Non-Action Items / Information Items / Reports

2. Superior Ambulance Report and Discussion.
3. Staffing update.

Public Comment

Adjourn

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 17-49.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: 1-10-2018

City of Roswell
Ambulance Administrative Oversight Committee

Minutes

Fire Department Conference Room

October 17, 2017 1:00 p.m.

Members Present: Devin Graham, Chris Archuleta, Shawna Shilaikis, Mike Mathews, Dr. Tom Wulf

Members Absent: Bill Williams, Art Sandoval, Mary Ramos

Others present: Eric Mann, Robert Sanchez

1. **Call to Order -**
Meeting called to order at 1:00 p.m. by Mike Mathews
2. **Approval of Minutes** – Devin Graham moved to approve the minutes from the July 19, 2016 meeting, no Quorum at the October 18, 2016, January 24, 2017, April 18, 2017 and July 18, 2017 meeting, Dr.Wulf was second. A voice vote was unanimous and the motion Carried.
3. **Superior Report** – Mr. Archuleta discussed the summary response operations data Report. Collection rates and responses were discussed along with request for service and total transports.
 - * Mr. Archuleta will email to Mr. Mathews a breakdown of number of patients transported to each Hospital.
 - * Mr. Archuleta also discussed with committee new IPad type reporting system with quality assurance software.
 - * updating all I.V. pumps
 - * Upgrade of Zoll X modal monitors.
 - * working on CAAS Accreditation
 - * Advised committee of new company Medical Director in Albuquerque. He will be setting a meeting up with Dr. Wulf.
 - * Companywide review of driving policy.
4. **Staffing Report-** All 911 units are fully staffed with paramedics and three (3) additional employees are currently in paramedic training.
5. **Discussion of additional ground transfer units** – Dr.Wulf discussed the issue of patients needing to wait long periods of time to be transported out of town by ground or being transported by air. Mr. Archuleta will be invited to a meeting with the new CEO at ENMMC to discuss the issues of ground transports. Robert Sanchez will be setting this meeting up with CEO.

6. **Public Comment** – No public comment
7. **Adjourn** – Meeting adjourned at 2:02 p.m.

Next meeting January 16, 2018 @ 1:00 p.m. Fire Station One

DRAFT