



**METROPOLITAN EMERGENCY SERVICES BOARD
EMS EMERGENCY PREPAREDNESS SUBCOMMITTEE**

LOCATION: MESB - 2099 UNIVERSITY AVE W, ST PAUL

January 7, 2026, 1 P.M.

1. **Call to Order** – Subcommittee Chair, Tyler Lupkes
2. **Roll Call** – Completed at Sign-In
3. **Approval of Agenda** – Lupkes
4. **Approval of Minutes of Previous Meeting (Page 2)** – Lupkes
5. **Presentation** – None
6. **Action Items** – None
7. **Discussion Items**
 - A. Workgroup Updates – Lupkes
 - i. EMS Taskforce
 1. Update- Hayes
 - ii. Incident Response Plan
 1. Reunification, Accountability, Communications
 - B. Training & Exercises – Hayes/Lupkes
 - i. Metro Region AAR
 - ii. Task Force Leader
 1. Classes- Lakes Region will host 1 class
 - iii. Advanced Hazmat Life Support – Feb 3 & 4, Burnsville Fire Station 1
 - C. MESB Reports & Updates – Hayes
 - i. Open Meeting Law Update
 - ii. Grant Status
 - iii. Training funding
 1. EMS Wellness Workshop
 2. Equipment
 - D. Resources for Special Events – Lupkes
 - E. EMS Services & MRCC Updates
 - F. Special Events within the Region – Lupkes/Hayes
8. **Other Business**
9. **Adjourn**

Future Meeting Dates

March 4, 2026



**METROPOLITAN EMERGENCY SERVICES BOARD
EMS EMERGENCY PREPAREDNESS SUBCOMMITTEE**

LOCATION: MESB - 2099 UNIVERSITY AVE W, ST PAUL

January 7, 2026, 12 P.M.

May 6, 2026

July 1, 2026

September 2, 2026

November 4, 2026

Metropolitan Emergency Services Board
Emergency Preparedness Subcommittee
Draft Meeting Minutes
November 5, 2025

Committee Members:

Allina – Brent Baker	Mahtomedi Fire – Tim Albrecht
Anoka County – Absent	Minneapolis Fire - Absent
Burnsville Fire – Absent	M Health Fairview – Nick Lesch
CentraCare - Absent	MRCC EAST – Alisha Vars
Cottage Grove EMS – Absent	MRCC WEST – Dan Klawitter
Edina – Shawn White	North Memorial Ambulance – Absent
EMSRB Rep – Charles Soucheray	Northfield EMS – Absent
HealthPartners – Absent	Regions – Absent
Hennepin County PH – Kristin Mellstrom	Ridgeview EMS – Joe Dibenedetto
Hennepin EMS -Tyler Lupkes	St. Paul Fire – Greg Duren
Lakes Region EMS – Jakob Kostecki	University of Minnesota – Robert Ball
Lakeview EMS – Nicolas Barrat	White Bear Lake – Absent
	Healthcare Coalition – Absent

Guest Attending: Alec Bunting, *Hennepin EMS*; Ben Hall, *Allina*; Kevin Kane, *Fairview EMS*; and Kevin Malecek, *LSCFD*.

Others Attending:

Greg Hayes, MESB; and Jacob Kallenbach, MESB.

1. Call to Order

The meeting was called to order at 12:07 p.m.

2. Roll Call

Roll call was performed and a quorum was met.

3. Approval of Agenda

Motion made by Brent Baker, seconded by Jakob Kostecki to approve the November 2025 EMS EP Subcommittee meeting agenda. Motion carried.

4. Approval of September 2025 EMS EP Meeting Minutes

Motion made by Baker, seconded by Robert Ball to approve the September 2025 EMS EP Subcommittee meeting minutes. Motion carried.

5. Presentation – None

6. Action Items – None

7. Discussion Items

A. Workgroup Updates

i. EMS Taskforce

The Minnesota regions met at the Office of EMS and expressed their interest in expanding the EMS taskforce statewide. Please email Greg Hayes if you have any questions or would like additional information. More information will become available as the process to move statewide progresses.

ii. Incident Response Plan

1. Reunification, Accountability, Communications

The accountability and communication sections are in development and continue to be edited and revised. Lupkes distributed a reunification overview packet for members of the EMS EP Subcommittee. EMS agencies should continue to have conversations with their local schools in determining reunification strategy.

B. Training and Exercises

i. Metro Region AAR

The Metro Region After Action Report will take place at the Edina Fire station. The AAR will review the Delta Turbulence incident and the reunification process at Annunciation school.

ii. Task Force Leader

Hayes said there are funds available to host the Task Force Leader training. Please reach out with possible host locations, times, and dates. Attendees do not need the ICS 300 or 400 as a prerequisite.

iii. ICS 300

Hayes said an ICS 300 training will run from January 6 through January 8. The training will take place at SBM Fire. Please reach out to Hayes if you want more information on this training or would like to host a training course at your own facility.

iv. Advanced Hazmat Life Support

Hayes said an Advanced Hazmat Life Support training will take place on February 3 and 4 at Burnsville Fire Station 1. There is a 25-person limit on the class. Please reach out to Hayes or Lupkes if you need the registration link.

C. MESB Reports and Updates

i. Open Meeting Law Update

There is no new update. The EMS EP Subcommittee is still aiming for a January start date.

ii. Grant Status

Hayes said there is plenty of grant money to host various training courses. Please reach out to him if interested.

iii. Training Funding

1. EMS Wellness Workshop

2. Equipment

Hayes said the Western Shelters are still looking for a permanent home or solution. New shelters that are more efficient in setting up and taking down are being looked at. Please reach out to Hayes if you need equipment.

D. Resources for Special Event

E. EMS Services and MRCC Updates

Alisha Vars and Dan Klawitter gave quick MRCC updates.

F. Special Events within the Region

The EMS EP Subcommittee went around the room discussing upcoming events within their various regions.

8. Other Business – None

9. Adjourn

Motion made by Shawn White, seconded by Klawitter to adjourn the November 2025 EMS EP Subcommittee meeting. Motion carried.

The meeting was adjourned at 1:02 p.m.